NEW VOLUNTEERS:

If you are a NEW volunteer, there is a two-step process to sign up and volunteer:

1. Register as a Volunteer for Special Olympics PA
2. Select your job

**Step 1 - Register to Volunteer:**

1. Go to: [https://vsys.specialolympicspa.org/pages/app:newvolapp](https://vsys.specialolympicspa.org/pages/app:newvolapp)
2. Fill out and submit the Volunteer Application. (helpful hints below)
   a. If your volunteer is part of a **group that wants to stay together**, they should identify themselves in the group box (CMU Soccer, CMU Swimming, Central Catholic HS, Fraternity/Sorority, PITT)
   b. For question asking “Which Local Program” Please select: **State Level – Event Volunteer**
   c. ALL volunteers signing up to volunteer at Spring Sectionals are **CLASS B Volunteers**
3. Hit: Submit

Once submitted, you will be taken directly to the Volunteer Portal for Special Olympics and you can move directly to **Step 2 below**

**Step 2 - Selecting a Volunteer Job:**

1. Select: **Event Sign Up**
2. Under “**Select An Event**” drop down select: **2019 Western Spring Sectional (WSS)**
3. Select: Job listings that interests you and click on **More Info** on the right side of the job to view job description
4. Select: **Sign Up**

Upon completion of signing up for a job, an **email confirmation will be sent to you.** You may review what you have signed up for by selecting “**My Information**” at the top of the page and viewing “**My Calendar**”.

**RETURNING VOLUNTEERS or AFTER YOU CREATE YOUR PROFILE & SIGN UP:**

1. Go to: [https://vsys.specialolympicspa.org/](https://vsys.specialolympicspa.org/)
2. Log In using your user name and password (if you forgot your password select “forgot password” to reset)
3. When logged back in, volunteers can:
   a. View your selected job
   b. Add another job
   c. Change your selected job

**If you have questions or problems registering or signing up, email: vsyshelp@specialolympicspa.org**

or contact Mike Ermer at [mermer@specialolympicspa.org](mailto:mermer@specialolympicspa.org) or by phone: 724-375-7515, Ext. 243