

Habitat Volunteer Registration

1. Visit hfhgb.volunteermatrix.com to view the calendar.

July 2021						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	3 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours
4	5 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	6 Re Store 1 shift between 8 am & 12:30 pm for 4.5 hours	7 Re Store 1 shift between 8 am & 12:30 pm for 4.5 hours	8 Construction 2 shifts between 8 am & 3 pm for 7 hours Re Store 1 shift between 8 am & 12:30 pm for 4.5 hours	9 Construction 2 shifts between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	10 Construction 2 shifts between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours
11	12 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	13 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	14 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	15 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	16 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	17 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours
18	19 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	20 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	21 Re Store 2 shifts between 8 am & 3 pm for 4.5 hours	22 Construction 2 shifts between 8 am & 3 pm for 7 hours Re Store	23 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store	24 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store

2. Select the date/shift you would like to volunteer. Enter access code: **presby21** then click Sign Up.

July 2021						
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18	19 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	20 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	21 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	22 8am-5pm Encompass Volunteers Please enter ACCESS CODE 8am-5pm Encompass & LIV Build Sign Up	23 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	24 Construction 1 shift between 8 am & 3 pm for 7 hours Re Store 2 shifts between 8 am & 5 pm for 4.5 hours
25	26 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	27 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	28 Re Store 2 shifts between 8 am & 5 pm for 4.5 hours	29 Construction 1 shift between 8 am & 3 pm for 7 hours	30 Construction 1 shift between 8 am & 3 pm for 7 hours	31 Construction 1 shift between 8 am & 3 pm for 7 hours

3. Click *Log In* or complete the *New Volunteer Registration* if this is your first time using this site.
4. Once you have logged in or completed volunteer registration, click the box next to your selected shift. The General Release Waiver and Covid Waiver will pop up. After reading and initialing both waivers, click *Schedule Only Me*.

The screenshot shows a web interface titled "Volunteer Calendar". At the top, there is a navigation bar with "Welcome Kate", "Log Out", and "My Profile, Schedule, Groups, Hours, Etc". Below this is a purple bar with a link to "Return to Volunteer Opportunities Calendar". The main content area is titled "CONFIRM SELECTIONS" and contains a form titled "Please review your selections". The form is for a "Construction" shift in Birmingham, AL, on July 22, 2021, from 3pm to 5pm. A checkbox for "3pm-5pm Encompass Volunteers" is checked. Under "Required Documents", there is a text input field for initials, a "Next" button, and a COVID-19 waiver statement. A checkbox for "Email me a copy of this document" is also present. At the bottom, there is a logo for "Volunteer Schedule System by VOLUNTEER MATRIX".

5. A green message will pop up letting you know you have successfully registered. A confirmation email will be sent within 20 minutes with additional volunteer information (address, site supervisor contact, etc.)

Please email kelsea@habitatbirmingham.org if you have any questions or registration issues.