



Gwinnett Great Days of Service

a program of the Gwinnett Coalition for Health & Human Services

GREAT DAYS of SERVICE

How to Register Groups for Great Days of Service Projects

1 First, please register one or more Group Leaders by going to **www.VolunteerGwinnett.net** and selecting **“Search for Volunteer Events”** (A) from the menu located on your left.

2 Look for events with **“GDOS”** included in the name, such as **“(GDOS) N. Gwinnett Cooperative Ministry”**.

You can search for the right project for your group by using the **Search Feature** (B), located above the listing of events.

Type **“GDOS”** in the **“Keyword Search”** field (C), then click **“Search Events”**. After you’ve narrowed the list to only GDOS-eligible events, you can fine-tune your search by looking for additional words or phrases related to your interests. For instance, if you want to work in a food pantry, type **“Food Pantry”** in the keyword search field and click **“Search Events”** again.

The screenshot shows the Gwinnett County government website. On the left sidebar, under 'Volunteer Gwinnett', the 'Search for Volunteer Events' link is circled in red and labeled 'A'. The main content area shows a list of events with a search bar above it circled in red and labeled 'B'. On the right, a 'Search Feature' panel is shown with the 'Search for events by keyword:' field containing 'GDOS' and the 'Search Events' button circled in red and labeled 'C'.

3 Click on the project listing to see details about the project. When you have found the right project for your group, be sure to note the name, date(s), and time(s) of the project you are interested in as you will need this information again later. Click **“Click Here to Register”** to continue.

4 In this next step, you will create a Volunteer Profile. First, enter your e-mail address and your first name in the fields provided and click **“Next”**. If you already have a Volunteer Profile, enter your password and continue to #6.

5 Enter your information and be sure to check **“Yes”** in the **“..willing to be event team leader?”** field. When complete, click **“Create Volunteer Profile”**.

6 In the next screen (D), select your name from the **“Volunteer Name”** section and select the project you intend to register for from the list below. Click **“Register for Selected Event”** (E). You are now registered as a Group Leader. Next, we will register your group.

The screenshot shows the registration page. On the left sidebar, the 'Project Request' link is circled in red and labeled 'D'. The main content area shows a list of events with the 'Register for Selected Event' button circled in red and labeled 'E'.



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GWINNETT COALITION
GREAT DAYS OF SERVICE

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- 7 Go to **www.VolunteerGwinnett.net** and select “*Project Request*” (F) from the menu located on your left.
- 8 Complete the form. Please be sure to:
 - Select “*Organization*” from the “*Project Requester Type*” dropdown selection.
 - Enter the Group Leader’s name in the “*Project Requester Name*” field.
 - Enter your group’s name in the “*Project Requester Organization*” field.
 - Enter your Group Leader’s phone # in the “*Project Requester Phone*” field.
 - Enter your Group Leader’s e-mail address in the “*Project Requester E-mail*” field.
 - Enter the name of the project your group is interested in the “*Project Name*” field.
 - Enter the dates and time of when the project will start and end.
 - Enter the number of group members you think will be participating in the “*Number of Volunteers Needed*” field.
- 9 When complete, click “*Submit Project Application*” (G) at the bottom of the page.

That’s it! You will be contacted in advance of your project with any additional instructions.

For additional assistance with Group project registrations, please email **volunteer.gdos@gmail.com** or call **770.822.7955**.

Volunteer Gwinnett

- Search for Volunteer Events
- Search for Volunteer Projects
- Returning Volunteers Log-in
- Project Request** F
- Welcome from the Chairman
- Meet Our Volunteers
- Volunteer Programs
- Partnerships
- Youth Volunteers
- Mission, Vision, Values
- Volunteer Appreciation
- FAQs
- Contact Us

If you have a volunteer project idea, please complete the request below and someone from Volunteer Gwinnett will contact you. Thank you.

Project Requester Type:*
Organization

Project Requester Name (First Last):*
Shawn Valadez

Project Requester Organization:
(Leave blank if an individual)
GDOS 2016 Test Group

Project Requester Phone (719-111-2222 or 719-111-2222 x345):*
770-995-3339

Project Requester E-mail:
volunteer.gdos@gmail.com

Project Name:*
(GDOS) N. Gwinnett Cooperative Mini

Project Description:

Project Location Address:

Requested Project Start Date/Time (ex. 1/15/2008):*
Date: 10/21/2016 Time: 09:00 AM

Requested Project End Date/Time (ex. 1/15/2008):*
Date: 10/21/2016 Time: 01:00 PM

Number of Volunteers Needed:* (0 = Unlimited)
10

Limit Registration to:
No Restriction

Limit Registration to Age Range:
(Leave blank for no age restriction)
— Years Old

I'm not a robot

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