

As for shift timing, all June days will be **8:00am-4:00pm**. Starting in **July** we will switch to a **7:30am-2:00pm schedule** so that volunteers aren't spending a ton of time in the heat. Luckily it looks like all of the paint jobs are interior work, so no one should be too worried about frying in the sun!

Below are the instructions to send out to your volunteers. When they follow the directions as written, they'll only see the shifts that are reserved for your group.

<b>REGISTRATION INSTRUCTIONS</b>	
<p>REMINDER: The online registration process allows the required <a href="#">Standard Release of Liability Form</a> to be read &amp; electronically signed.</p>	
<b>REGISTRATION WEBPAGE</b>	<a href="https://habitatcltvolunteers.force.com/apex/VolunteerGroupSearch">https://habitatcltvolunteers.force.com/apex/VolunteerGroupSearch</a>
<b>VOLUNTEER GROUP ID</b>	<b>6887</b>
<b>INSTRUCTIONS</b>	<b>STEP 1:</b> Go to the Habitat Charlotte Region Group Shift Search link: <a href="https://habitatcltvolunteers.force.com/apex/VolunteerGroupSearch">https://habitatcltvolunteers.force.com/apex/VolunteerGroupSearch</a>
	<b>STEP 2:</b> Enter your group ID number (above)
	<b>STEP 3:</b> Check the box next to the group name; Click "SELECT"
	<b>STEP 4:</b> On the Volunteer Group Shift Search page, click "SEARCH" and your team's scheduled shift(s) will appear. Choose the desired shift(s) and click "SELECT"
	<p><b>STEP 5:</b></p> <p><b>NEW USER/VOLUNTEER:</b> Click "New User" to be prompted to create a new account.</p> <p><b>EXISTING USER/RETURNING VOLUNTEER:</b> Your volunteer account email is your username. If you've forgotten your password, you can request a new one by clicking "Forgot Your Password?"</p> <p><b>Please note: Our database has upgraded its security. You must use Windows 7 or newer, Mozilla Firefox or Google Chrome.</b></p>
<b>POST-REGISTRATION DETAILS</b>	After completing the registration, the shift and details will appear on the volunteer's account. An automated confirmation email with full shift details will be sent to each registrant. A reminder email will also be sent.
<b>IMPORTANT NOTE</b>	Please do not hesitate to contact a Volunteer Services staff member if you have any questions, need assistance, or would like to provide feedback on our registration system. We'd welcome it!