## Salford Students Volunteering – Sign up



Why hello there, Salford student volunteer! This guide will show you how to sign up as a volunteer on our online platform.

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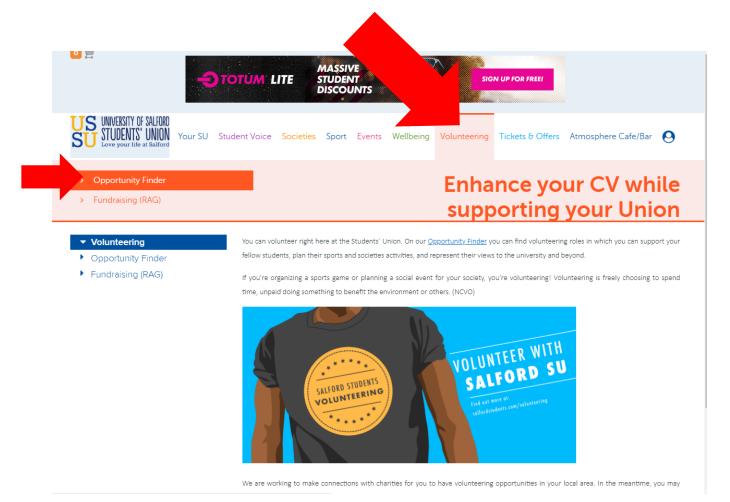
### Step 1 – Make sure you're registered on the website

Go on <u>www.salfordstudents.com</u> and register as a student using your normal University log-in details.

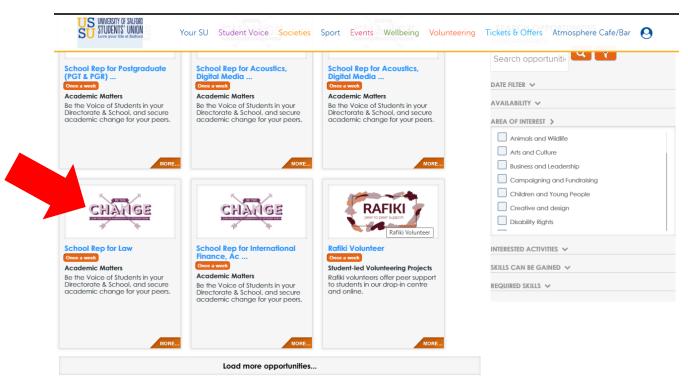
# Step 2 – Register as a Volunteer

a) Go on the 'Opportunity Finder' within the volunteering tab

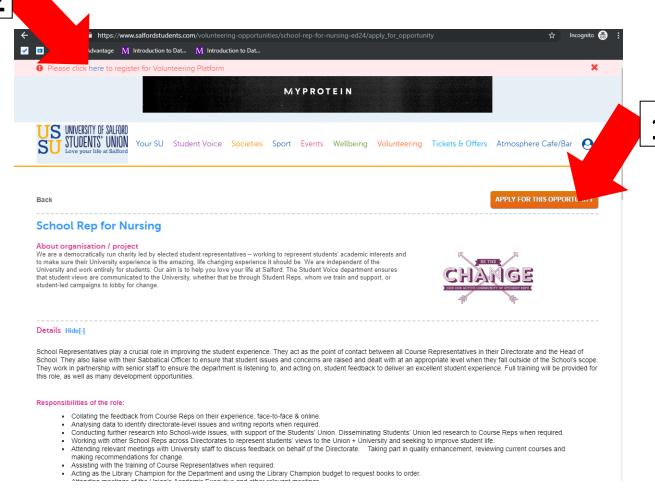
There are screenshots below to show you how to do this:



#### b) Click on a volunteering Opportunity



c) Click the orange box 'Apply for this opportunity' you will then be asked to register for the volunteering platform in a banner at the top of the page. Click on this link to register.



d) Fill in your personal details, and your volunteering profile.

Please take your time to fill in this information. We are collecting it so that we know what you want from your volunteering experience and how to improve the Salford Students Volunteering service for you.

e) For the 'Skills I Have' section please click 'Add evidence' and attach evidence of the skills that you have.

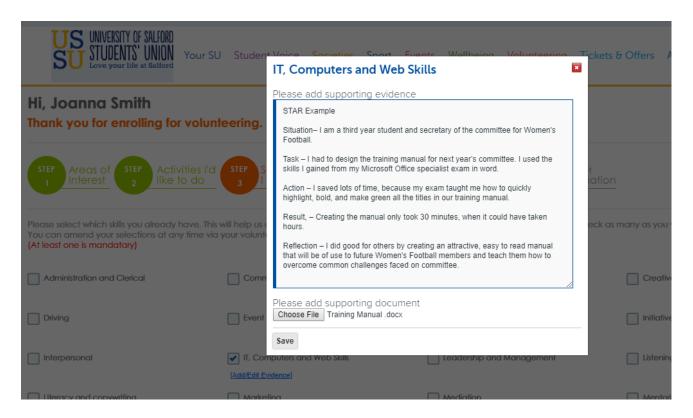
Organisations that you apply to will be able to see these skills reflections.

- f) In the box, write about a time when you have shown or developed a skill, using the 'SSTARR' formula (Situation, Skill, Task, Action, Result, Reflection)
- S Situation What situation were you in? (This could be a job or volunteer role)
- S Skill Which skill did you develop?
- T Task What task did you have to do?
- A Action What action did you take?
- R Result What was the result of this?

R – Reflection – What did you do well? What could you have done better? What good did you do for others?

Upload any files that you have that support your example. This could be a picture, video, or document.

An example of how to do this is featured in the screenshots below.



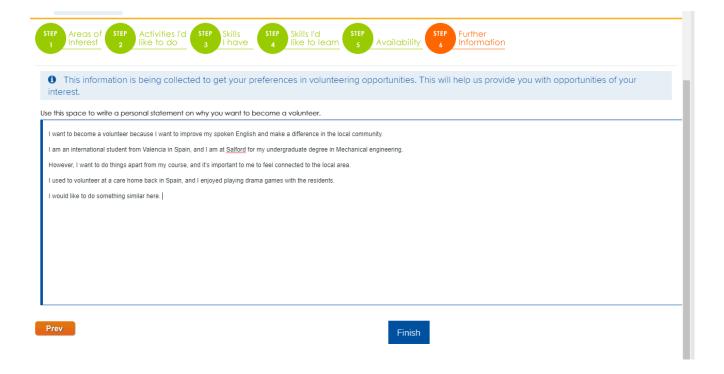
g) Fill in your personal statement. Please be specific if there is a particular type of volunteering that you would like to do. Below is an example.

"I want to become a volunteer because I want to improve my spoken English and make a difference in the local community.

I am an international student from Valencia in Spain, and I am at Salford for my undergraduate degree in Mechanical engineering.

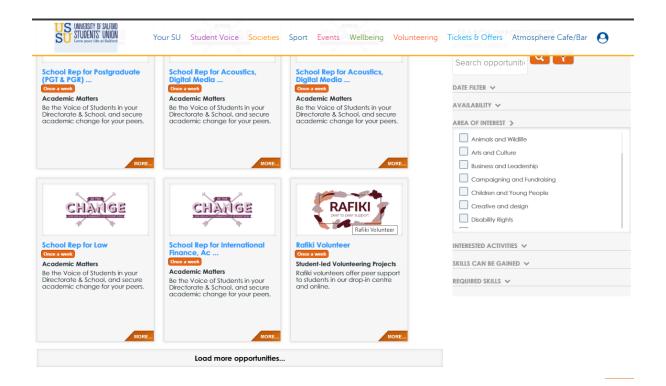
However, I want to do things apart from my course, and it's important to me to feel connected to the local area.

I used to volunteer at a care home back in Spain, and I enjoyed playing drama games with the residents. "

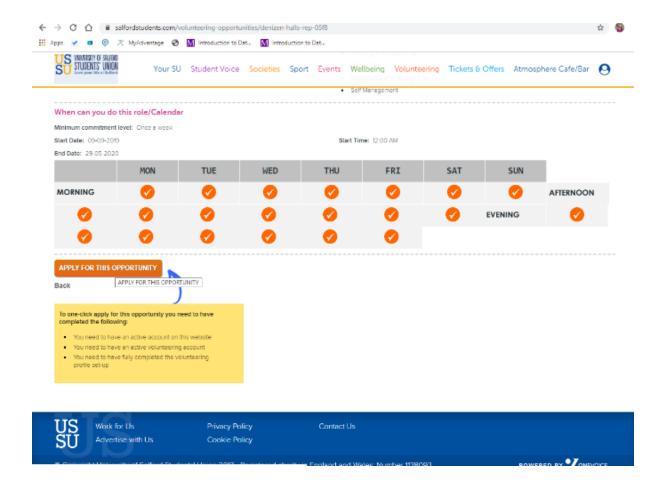


## Step 3 - Apply for an Opportunity

- a) Go onto the opportunity finder and browse for a volunteering role
  - You can search according to your interests, availability, skills you have, skills you
    want, and the dates of the opportunity.



b) Do a 'one-click apply' to apply for this role.



- c) Wait for contact from the volunteering organisation
  - The volunteering organisation or union department will get in touch with you about the next steps for your application
  - o They might need you to register through their website or may invite you to interview