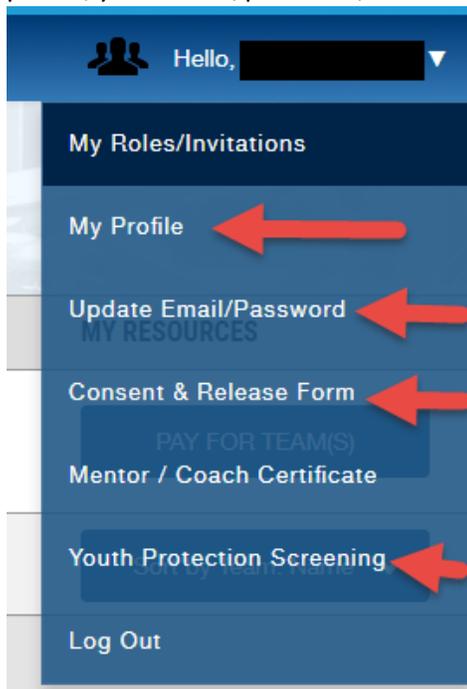


## Volunteer Registration Instructions

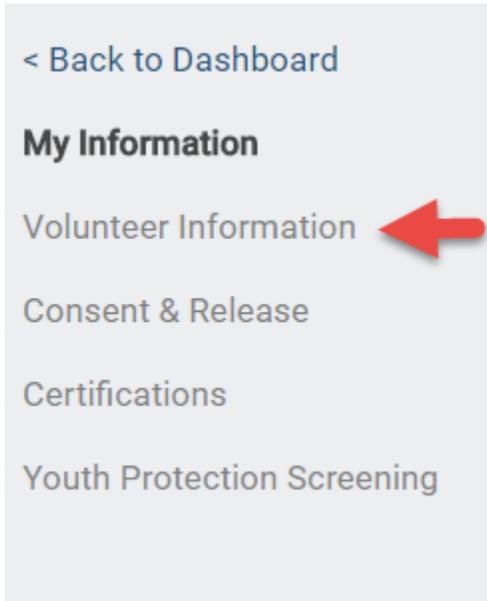
1. Login to your account using the link at the top right corner of <https://www.firstinspires.org/>  
You should be able to use the same username/password previously used for VIMS or TIMS. If you do not have an account already, you can create one with the “Sign Up” link to the left of the Log In link.



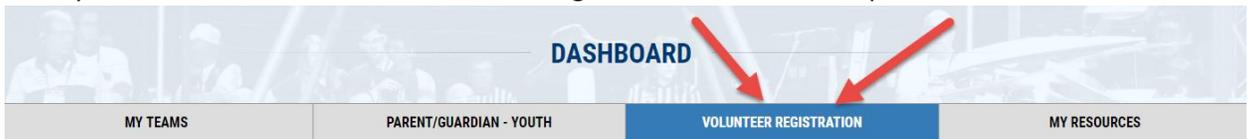
2. Once logged in, verify and update your personal information as necessary. This includes your profile, your e-mail/password, the Consent and Release Form, and YPP.



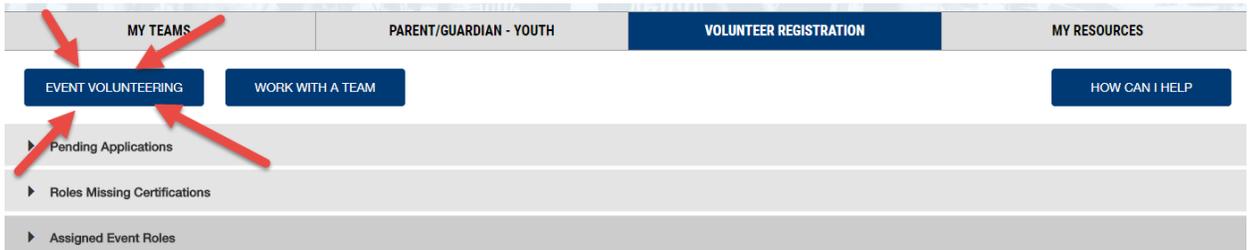
When updating your profile, make sure you click over to the Volunteer Information. The link is on the left side of the screen.



3. From your dashboard, click on the Volunteer Registration tab near the top.



4. The "Event Volunteering" link will allow you to sign up for a specific event.



- On the search page, make sure to set your **Search Filters** correctly. Start by clicking on “Clear Filters”, located under the search box. Then fill out some of the specific criteria – select FRC, United States, and then Minnesota (or North Dakota).

**For Minnesota searches**, selecting the “March” month at the bottom will filter out the kickoff events.

**For North Dakota**, *do not select a month!* The event runs February 28-Mar 3, and as it spans 2 months, it currently does not show up with either of those months selected. Entering start/end dates does not seem to work either. Best to just leave the date/month blank when searching in North Dakota!

- We strongly recommend that, if you know the name of the event, please **CLEAR FILTERS** and simply type in the name of the event instead of selecting any of the filters on the left.
- Press the Search button when ready. The “Enter” key will not work!

**SEARCH FOR AN EVENT**

< Back to Dashboard

Don't see what you're looking for? [Apply to a Program](#) to let your local event coordinator know you are interested in volunteering.

Refine Search

Select Program(s)

FLL JR. FLL

FTC FRC

Where can you volunteer ?

Select Country

United States

Select State

Minnesota

Enter Zip / Postal Code

Zip Code / Postal Code

When are you available to help ?

Start Date End Date

OR

Select Month

NOVEMBER DECEMBER JANUARY

FEBRUARY MARCH APRIL

MAY JUNE JULY

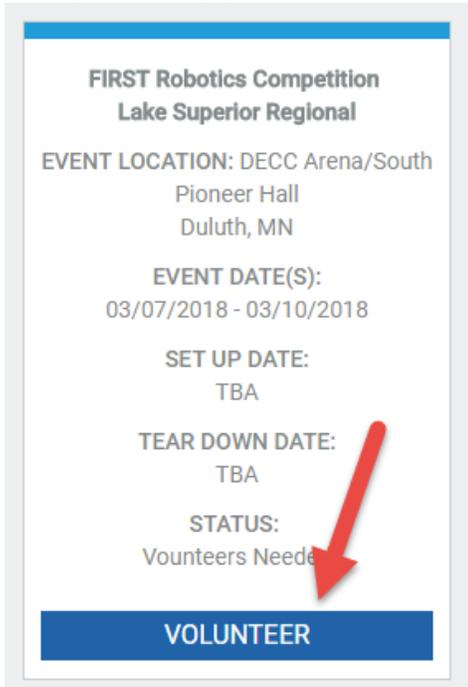
Event Name, City or Venue

Search

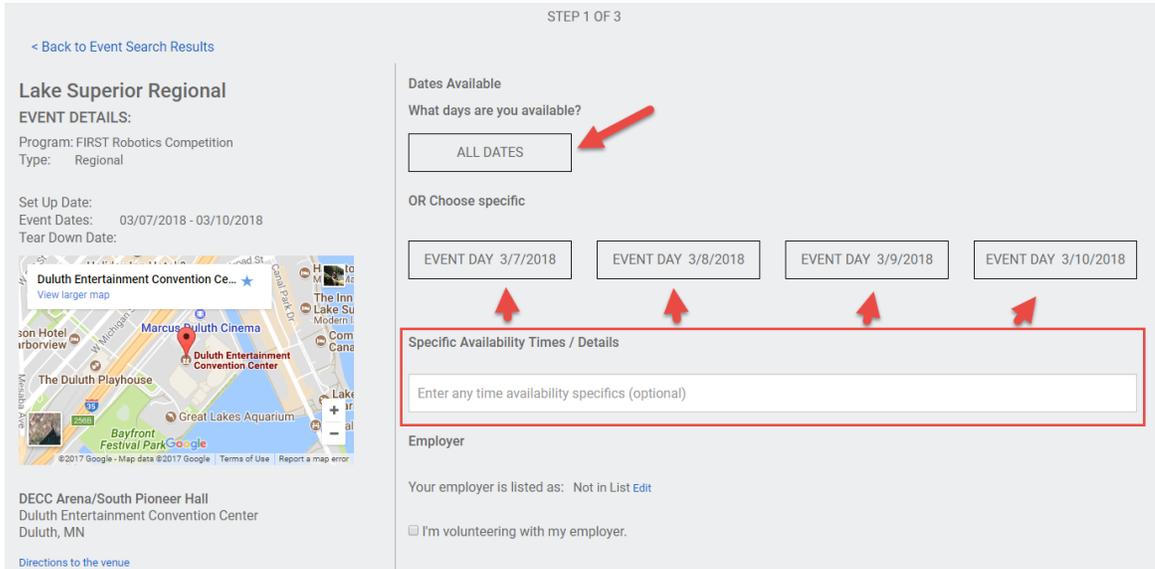
13 results, FRC,USA,Minnesota, [Clear filters](#)

<b>FIRST Robotics Competition Minnesota 10000 Lakes Regional</b> EVENT LOCATION: Williams Arena/The Sports Pavilion Univ of MN Minneapolis, MN EVENT DATE(S): 03/28/2018 - 03/31/2018 SET UP DATE: TBA TEAR DOWN DATE: TBA STATUS: Vounteers Needed <b>VOLUNTEER</b>	<b>FIRST Robotics Competition Minnesota North Star Regional</b> EVENT LOCATION: Mariucci Arena - University of Minnesota Minneapolis, MN EVENT DATE(S): 03/28/2018 - 03/31/2018 SET UP DATE: TBA TEAR DOWN DATE: TBA STATUS: Assigned <b>VIEW EVENT DETAILS</b>	<b>FIRST Robotics Competition Lake Superior Regional</b> EVENT LOCATION: DECC Arena/South Pioneer Hall Duluth, MN EVENT DATE(S): 03/07/2018 - 03/10/2018 SET UP DATE: TBA TEAR DOWN DATE: TBA STATUS: Vounteers Needed <b>VOLUNTEER</b>
<b>FIRST Robotics Competition Northern Lights Regional</b> EVENT LOCATION: DECC Arena/Edmund Fitzgerald Exhibit Hall Duluth, MN EVENT DATE(S): 03/07/2018 - 03/10/2018 SET UP DATE: TBA TEAR DOWN DATE: TBA	<b>FIRST Robotics Competition MN-Nevis-Nevis High School Kickoff</b> EVENT LOCATION: Nevis High School Nevis, MN EVENT DATE(S): 01/06/2018 - 01/06/2018 SET UP DATE: TBA TEAR DOWN DATE: TBA	<b>FIRST Robotics Competition MN-Thief River Falls-Digi-Key Electronics Kickoff</b> EVENT LOCATION: Digi-Key Electronics Thief River Falls, MN EVENT DATE(S): 01/06/2018 - 01/06/2018 SET UP DATE: TBA

8. Once you identify your event, click on the “Volunteer” link at the bottom



9. The top section of the next page allows you to input your availability. Select the dates you’re available to volunteer. If you have any specific notes for the volunteer coordinator, enter them into the box labeled “Specific Availability/Details”. This includes more than just availability info – **this is the only place** you can send a note to the VC!



10. The section below allows you to specify volunteer roles. Check the boxes for the roles you are interested in on the left, and drag and drop on the right to put them in your preferred order. When done, click Next.

### Select Roles

Select up to 5 roles from the list below.

Assign me as needed

- Ambassador ↑
- Ambassador Coordinator ↑
- Awards Assistant ↑
- Control System Advisor ↑
- Crowd Control ↑
- Field Assembly ↑
- Field Disassembly ↑
- Field Repair/Reset ↑
- Field Supervisor ↑
- FIRST Technical Advisor Assistant ↑
- Game Announcer ↑
- Head Referee ↑
- Inspection Manager ↑
- Judge ↑
- Judge Assistant ↑

### Role Preferences

Drag and drop to rearrange.

1. + Inspection Manager
2. + Robot Inspector

Next

11. The next page allows you to enter FIRST team affiliations the event needs to know about. This includes past teams where you were a student member and/or mentor, as well as the current teams you are now involved with as a mentor/coach/volunteer. FIRST will show you their record of the teams that you may have previously identified; Please add additional teams by entering the team number and clicking “ADD” . Once done, click Complete!

STEP 2 OF 3

FIRST Robotics Competition  
(Suggested ages 14-18)

Team Affiliation

Enter all teams you are associated with in this program. We need this information in order to keep events properly staffed. If you have no affiliations, please select the COMPLETE button to continue.

ADD

Team# 2177 The Robettes

GO BACK

COMPLETE

12. The next screen confirms your application for the event. If you have not yet completed YPP screening, there will be a message at the top of the page allowing you to do so, and the link will activate. If you have completed YPP, the link will still be present, but you won't be able to select it. After you've confirmed everything is correct, Click "Volunteer for another event" to find your next event! Of, you can click "Return to dashboard" if you are done applying to events.

You have successfully completed YPP screening requirements.

**BEGIN YOUTH PROTECTION SCREENING**

### Lake Superior Regional

**EVENT DETAILS:**  
 Program: FIRST Robotics Competition  
 Type: Regional

Set Up Date: TBD  
 Event Dates: 03/07/2018 - 03/10/2018  
 Tear Down Date: TBD

**YOUR ROLE ASSIGNMENT REQUEST(S):**  
 Inspection Manager, Robot Inspector

DECC Arena/South Pioneer Hall  
 Duluth Entertainment Convention Center  
 Duluth, MN

[Directions to the venue](#)

**RETURN TO DASHBOARD**      **VOLUNTEER FOR ANOTHER EVENT**

13. Back on the Volunteer Registration dashboard, you can find the events you've applied to. They are listed in three buckets that can be expanded by clicking on them. "Pending applications" are ones that have not yet been reviewed and/or confirmed by the Volunteer Coordinator. Once the VC has assigned you, the event will move into either "Roles Missing Certifications", if the role requires a test (Robot Inspectors and Referees), or "Assigned Event Roles".
14. If your event assignment is listed as "Roles Missing Certifications", don't worry! You'll receive information on certifying from the VC or your key volunteer in February and/or a few weeks before the event itself.

MY TEAMS      PARENT/GUARDIAN - YOUTH      **VOLUNTEER REGISTRATION**      MY RESOURCES

**EVENT VOLUNTEERING**      **WORK WITH A TEAM**      **HOW CAN I HELP**

- ▶ Pending Applications
- ▶ Roles Missing Certifications
- ▶ Assigned Event Roles

15. If there is a problem with your volunteer application, please email your Volunteer Coordinator!
16. And, we hope this won't be necessary, but The "Role Options" link under the event gives you the option to remove your volunteer application.

MY TEAMS	PARENT/GUARDIAN - YOUTH	VOLUNTEER REGISTRATION	MY RESOURCES
<a href="#">EVENT VOLUNTEERING</a>	<a href="#">WORK WITH A TEAM</a>		<a href="#">HOW CAN I HELP</a>
▼ Pending Applications			
<b>FIRST Championship - Detroit Championship - FIRST Robotics Competition</b>			
<b>Role:</b> Lead Robot Inspector, Robot Inspector <b>Status:</b> PENDING	<b>Setup Date:</b> TBA <b>Event Start:</b> 4/25/2018 <b>Event End:</b> 4/28/2018 <b>Tear Down:</b> TBA	<b>Location:</b> Cobo Center 1 Washington Boulevard Detroit, MI 48226 USA <b>Website:</b>	 <a href="#">ROLE OPTIONS</a> ▼
<b>Lake Superior Regional Regional - FIRST Robotics Competition</b>			
<b>Role:</b> Inspection Manager, Robot Inspector <b>Status:</b> PENDING	<b>Setup Date:</b> TBA <b>Event Start:</b> 3/7/2018 <b>Event End:</b> 3/10/2018 <b>Tear Down:</b> TBA	<b>Location:</b> DECC Arena/South Pioneer Hall Duluth Entertainment Convention Center Duluth, MN 55802 USA <b>Website:</b> <a href="http://www.mnfirst.org">http://www.mnfirst.org</a>	 <a href="#">ROLE OPTIONS</a> ▼

