

Sign up people to volunteer... the easy way!

USE SIGN UP GENIUS TO COORDINATE EVENTS AND PEOPLE IN MINUTES.

Say goodbye to reply-all emails and paper sign up sheets. Save time with online sign ups.

Recruiting Volunteers with a Sign Up

Get started by creating a sign up. Select your volunteer dates and times or automatically generate a list of recurring dates with the handy tool. With the Hide Past and Future Dates feature, you can also limit the number of dates shown on a sign up. Then, enter slot titles to define the volunteer roles and assign them to dates and times on the sign up.

Once you are ready, publish and share your sign up with potential volunteers.

We also recommend linking the sign up to your club's website or social media page to help volunteers regularly locate the volunteer opportunities.

As the creator, you also have complete flexibility and can update the sign up at any time. Now, you can boost your volunteer roles through various channels and let the sign ups roll in.

Send Custom Reminders/Notifications

Sometimes you need to give volunteers specific information once they have signed up. With the custom reminder and confirmation messages, you can communicate details about a role or attach documents in an email for volunteers to complete.

Custom confirmations are generated after a participant has signed up. Reminder emails are automatically generated. You can select the option to send reminders and have them generated anywhere between one and fourteen days before the volunteer role occurs.

SIGN UP HERE



FAST AND 100% USER FRIENDLY

There is a free and a paid option with SignUp Genius. The free option is perfectly fine but you will notice some ad placement around your posts.

1

Create a Sign Up – Club Working Bee

The screenshot shows the 'Design' tab of the SignUp Genius interface. It includes tabs for 'Design', 'Slots', 'Settings', and 'Publish'. The 'Title of Sign Up' is 'Club Working Bee' and the 'Group' is 'Karting Club'. The 'Type/Category' is set to 'Volunteering', with a dropdown menu showing options: 'General', 'Fundraising', 'Scheduling', and 'Volunteering' (which is selected). Below this, there are several theme design thumbnails: 'SignUpGenius Gray', 'Admin Office', 'Animal Rescue Help', 'Apple Pie', and 'Appointment Time'. The 'Volunteering' theme is highlighted with a checkmark.

2

Create your post

The screenshot shows a completed sign up post for 'Club Working Bee' from 'Karting Club'. The post title is 'Club Working Bee' and the main image says 'WE NEED YOU'. The post content includes: 'Please review the available slots below and click on the button to sign up. Thank you!', 'Date (dd/mm/yyyy): 01/12/2022 (Thu.)', 'Time: 9:00am - 11:00am AEST', 'Location: The Clubhouse', and 'Created by: TK Tiff Kemp'. Below the text, there is a table of available slots:

Available Slot	
4 (5) Lawn Mowing and Weed Pulling	Sign Up <input type="checkbox"/>
5 (5) Garbage Collection	Sign Up <input type="checkbox"/>
3 (2) Canteen	Sign Up <input type="checkbox"/>

On the right side of the post, there is a section for 'Karting Club Officials Needed' with a description: 'We're looking for Officials for the upcoming XXXX Karting 500 taking place on December 15-17, 2023. If you can help out we'd LOVE to see you on track! Please click the button below to sign up.' Below this, it says 'Thanks, Fred Bloggs' and 'Club President' with a pencil icon. There is also a 'Related files' section with a file icon and 'Created by: TK Tiff Kemp' with a profile icon.

3

Ready to Publish?

That's a genius sign up, Tiff! Publish it to see options to invite participants, or save a draft to finish later.

The screenshot shows two buttons: a green 'Publish' button and a white 'Save Draft' button. The 'Publish' button is circled in orange.