# Volunteer Management System - Release 1 Quick Information Guide

#### What is the Volunteer Management System (VMS)?

The VMS is a Software as a Service (SaaS) tool enabling the management and tracking of volunteer efforts and opportunities.

#### Why does ALSAC need a tool?

For 60 years, ALSAC has successfully raised the funds necessary to support St. Jude Children's Research Hospital, and volunteers have been a vital part of that work. Now, as we plan for the future, we want to build on our success and continue to improve. The need for a volunteer management tool is imperative to the continuous growth and evolution of the volunteer experience. In order to support a more inclusive volunteer culture in our day-to-day operations we are implementing a tool that will enable ALSAC to track volunteer efforts, opportunities and enhance the volunteer experience.

#### Why should ESA use the VMS?

The volunteer management system is comprised of two components, the **eRecruiter** portal and the **eCoordinator** portal. Volunteers will be the sole users of the eRecruiter portal while staff and designated volunteer coordinators manage the volunteers and opportunities within the eCoordinator portal. The eRecruiter portal is where ESA should search, sign-up for volunteer opportunities and track volunteer hours.

Visit volunteer.stjude.org to sign-up and register as a volunteer.

# Features and functionality of the VMS – Release 1 eRecruiter

## Opportunity Search

customized search filters

# Volunteer Sign-up

Role-based sign-up

### Volunteer Dashboard

self-management of progress, placements, & opportunities

#### Volunteer Hours Tracker

automatic & manual logging

# Social Media Sharing

Facebook & Twitter

