

2023 MDSA: How to Volunteer for Swim Tests and Guides On Line

Go to www.minnewaskaswimmers.org/login

You Must Log In with your **USER ID** (email) and Password

For MDSA Members only:

1. First **RENEW**: log in with your email (USER ID) and password online and pay
2. Log In again to **VOLUNTEER**

OR

1. Log in any time (after you've renewed) with your email (USER ID) and password.
2. After you log in, a "condensed version" of your information will appear.
There are now two buttons just below your information **to click on for volunteering**:

Volunteer to be a swim tester

[Click here](#)

Volunteer to be a guide

[Click here](#)

THEN...

A. To Volunteer for a SWIM TEST

1. Click on the "Volunteer to be a swim tester" **Click here button** to volunteer to be swim tester.
2. A calendar with the dates and positions for testing will appear.
3. Click **SIGN UP** in the "slot" for the appropriate day and position for when you want to test. Wait for a pop-up note that indicates you successfully registered.
4. The "slot" will register as FILLED and you will receive an email like the following:

Hi **Your first name**,

You are confirmed as registered as a **Position** for the swim test on **Day, Date; please arrive by 11:45.**

If you have any questions please email MDSASwimTest@gmail.com

Thank you for volunteering!

- Minnewaska Distance Swimmers Association

Your time slot will read as FILLED on the calendar on **the News For Volunteers** page when you click to see available slots for Swim Tests.

5. If you need to change the date/position you registered as volunteering, **LOG IN with your USER ID and PASSWORD**, again click on the **Click here button** to volunteer to be swim tester, and **then** click on the **Deregister** button in the slot you want to change from. You can also reregister for a different slot while you are logged in.

Only you (in the slots you register in) and the Volunteer Swim Test Coordinator can make changes in this calendar. **PLEASE REMEMBER** what day(s) and position you plan to be at a swim test. You will receive instructions from the Swim Test Coordinator.

B. To Volunteer to be a Guide on weekends and holidays:

1. Click on the "Volunteer to be a guide" **Click here button** to volunteer to be a Guide.
2. A calendar with the dates and time slots for guiding will appear.
3. Click **SIGN UP** in the "slot" for the appropriate day and time for when you want to Guide. Wait for a pop-up note that indicates you successfully registered.
4. The "slot" will register as FILLED and you will receive an email like the following:

Hi **Your first name**,

You are confirmed as registered to volunteer as a **Guide on Day, Date, Time Slot.**

If you have any questions please email MDSAGuideVolunteers@gmail.com

Thank you for volunteering!

- Minnewaska Distance Swimmers Association

Your time slot will read as FILLED on the calendar on **the News For Volunteers** page when you click to see available slots for Guides.

5. If you need to change the date/time you registered as volunteering, **LOG IN with your USER ID and PASSWORD**, again click on the **Click here button** to volunteer to be a Guide, and **then** click on the **Deregister** button in the slot you want to change from. You can also reregister for a different slot while you are logged in.

Only you (in the slots you register in) and the Volunteer Guide Coordinator can make changes in this calendar. **PLEASE REMEMBER** what days and times you plan to be a Guide. You will receive reminder from the Guide Coordinator.