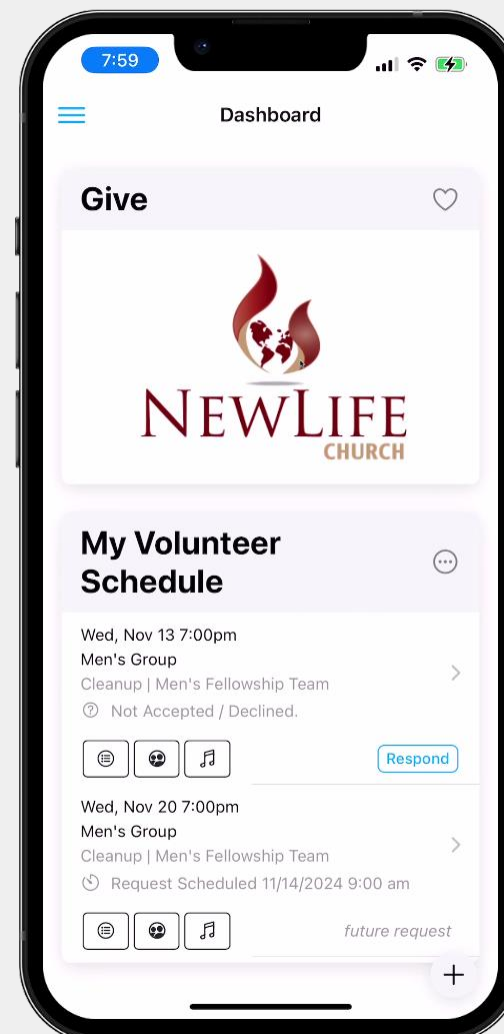


Faith Teams How To

November 6, 2024 – Volunteers and Scheduling



Steve Youngblood
Faith Teams



In this session

- 1 Overview of Faith Teams Volunteer Management and Scheduling
 - What is it?
 - How is it managed?
 - How are volunteers scheduled?
- 2 How to setup and use
 - Creating volunteer teams
 - Establishing roles in those teams
 - Adding people to roles
 - Adding volunteers to events
 - Scheduling requests
- 3 Volunteer view
 - Accepting requests
 - Viewing and managing requests

How are Volunteers managed?

Volunteer management is located in the Faith Teams application.

<https://dashboard.faithtteams.com>

Step one is to create teams.

Step two is to create roles.

Step three is to add people to those roles.

Step four is to add roles (or people from roles) to events.

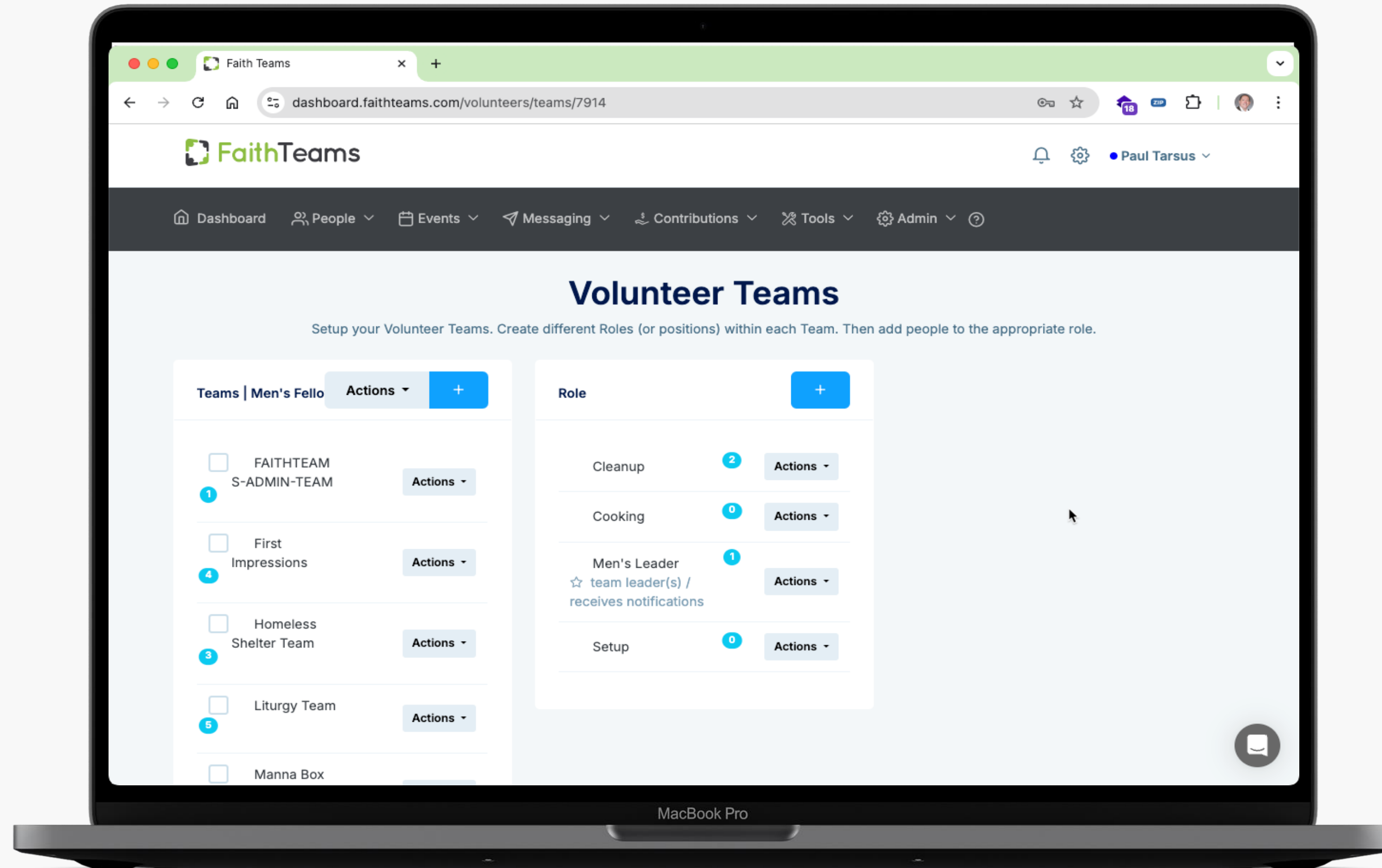
Volunteers use the Faith Teams app to see and manage volunteer requests

Faith Teams app can be found in the Apple and Google app stores.

App is free.

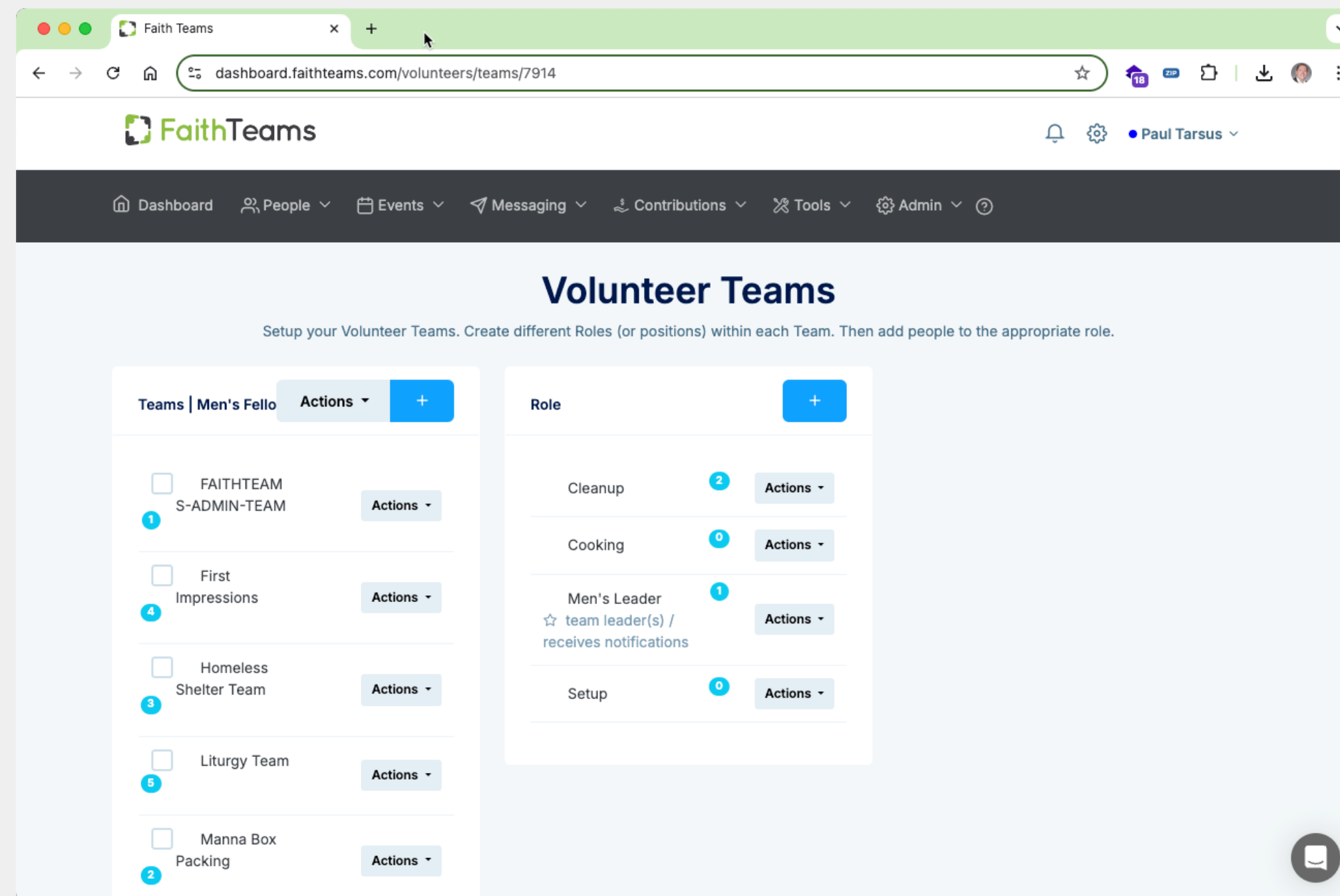
Volunteers use Faith Teams App

- Volunteers use the Faith Teams Mobile App to manage assignments/requests
- Volunteers can be added to database via Community or create a “giver” account in the Faith Teams mobile app



Let's See It Live!

Define Teams



The screenshot shows the 'Volunteer Teams' setup page in the FaithTeams application. The browser address bar shows the URL `dashboard.faithteams.com/volunteers/teams/7914`. The page header includes the FaithTeams logo, a notification bell, and the user name 'Paul Tarsus'. A dark navigation bar contains links for Dashboard, People, Events, Messaging, Contributions, Tools, and Admin. The main content area is titled 'Volunteer Teams' with a subtitle: 'Setup your Volunteer Teams. Create different Roles (or positions) within each Team. Then add people to the appropriate role.'

The page is divided into two main sections: 'Teams' and 'Role'.

Teams Section: This section is titled 'Teams | Men's Fello' and includes an 'Actions' dropdown and a '+' button. It lists five teams, each with a checkbox, a name, a count in a blue circle, and an 'Actions' dropdown:

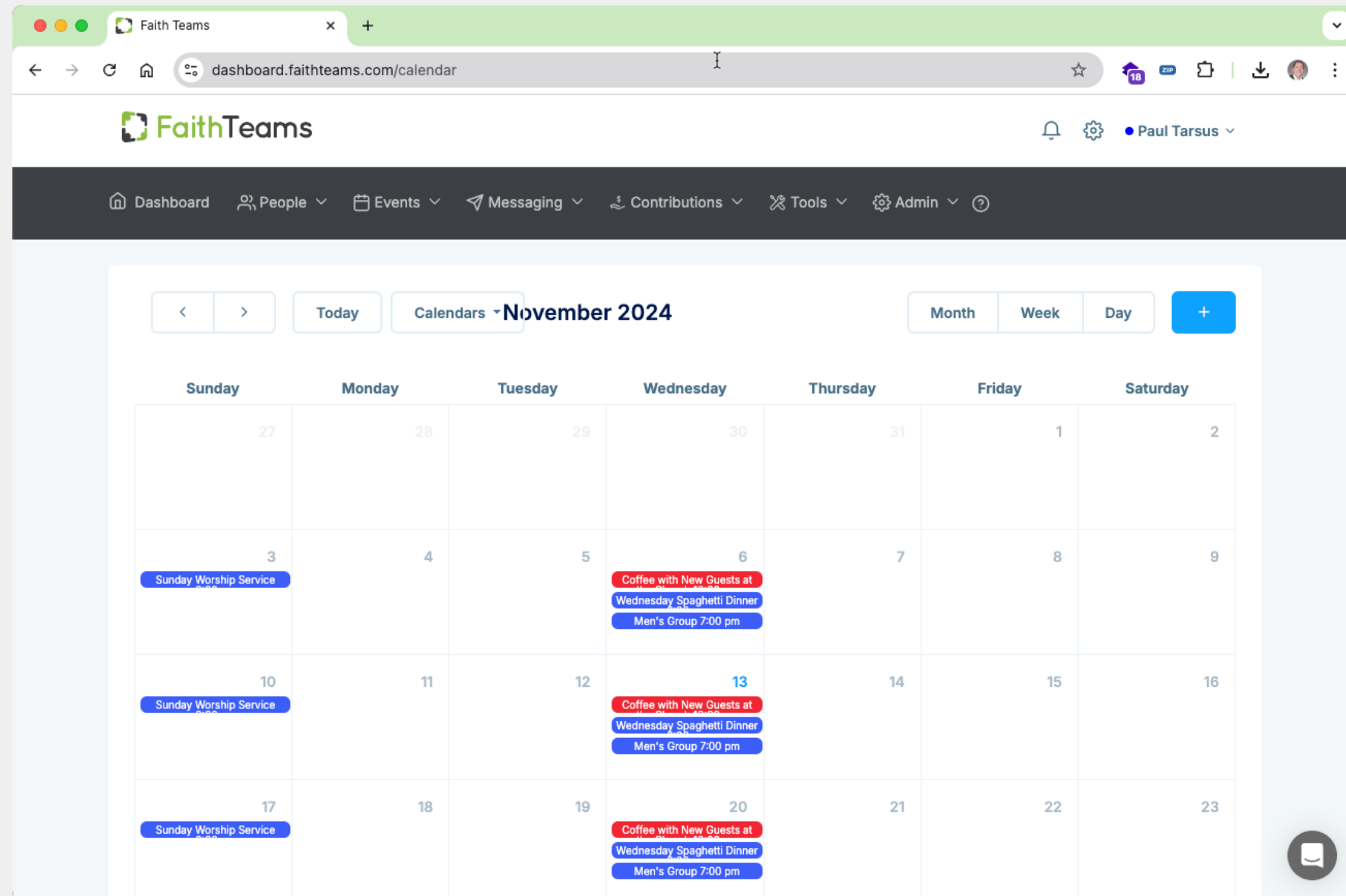
- ☐ FAITHTEAM S-ADMIN-TEAM (1) Actions
- ☐ First Impressions (4) Actions
- ☐ Homeless Shelter Team (3) Actions
- ☐ Liturgy Team (5) Actions
- ☐ Manna Box Packing (2) Actions

Role Section: This section is titled 'Role' and includes a '+' button. It lists four roles, each with a name, a count in a blue circle, and an 'Actions' dropdown:

- Cleanup (2) Actions
- Cooking (0) Actions
- Men's Leader (1) Actions
☆ team leader(s) / receives notifications
- Setup (0) Actions

A chat icon is visible in the bottom right corner of the page.

Set Event



The screenshot displays the FaithTeams web application interface. At the top, a browser window shows the URL `dashboard.faithtteams.com/calendar`. Below the browser, the FaithTeams logo is on the left, and a user profile 'Paul Tarsus' with a bell icon is on the right. A dark navigation bar contains links for Dashboard, People, Events, Messaging, Contributions, Tools, and Admin. The main content area features a calendar for November 2024. The calendar has tabs for 'Today', 'Calendars', 'Month', 'Week', and 'Day'. The 'Month' view is selected, showing a grid of days from Sunday to Saturday. Events are listed as colored pills on specific dates: 'Sunday Worship Service' (blue) on Sundays (27, 3, 10, 17) and 'Coffee with New Guests at [location]' (red) on Wednesdays (6, 13, 20). Other events include 'Wednesday Spaghetti Dinner' and 'Men's Group 7:00 pm' (blue) on Wednesdays. A floating chat icon is visible in the bottom right corner.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3 Sunday Worship Service	4	5	6 Coffee with New Guests at [location] Wednesday Spaghetti Dinner Men's Group 7:00 pm	7	8	9
10 Sunday Worship Service	11	12	13 Coffee with New Guests at [location] Wednesday Spaghetti Dinner Men's Group 7:00 pm	14	15	16
17 Sunday Worship Service	18	19	20 Coffee with New Guests at [location] Wednesday Spaghetti Dinner Men's Group 7:00 pm	21	22	23

Assign People/Roles

Faith Teams

dashboard.faithteams.com/volunteers/assignments

FaithTeams

Paul Tarsus

DashboardPeopleEventsMessagingContributionsToolsAdmin

Schedule Volunteer Teams

Schedule volunteers. Send requests and reminders on this screen.

Month

<November 2024>

Which Event Series?

Men's Group | 7:...

Which Team?

Men's Fellows... x

Schedule Requests

👤

	11/06/2024 7:00 pm	11/13/2024 7:00 pm	11/20/2024 7:00 pm	11/27/2024 7:00 pm	📄
Men's Fellowship Cleanup	Steve Sloan	Steve Youngblood	Steve Youngblood		
Men's Fellowship Cleanup	Steve Youngblood				
Men's Fellowship Setup					

Let's See It Live!

How to Get Volunteers Going

Download Faith Teams Mobile

In both Apple and Google App Stores

Create Giver Account

If user is already a Community user, they already have a giver account.



Next Week – SMS and Email

Send us Feedback on Your Community Setup

feedback@faithteams.com

See You Next Week!