

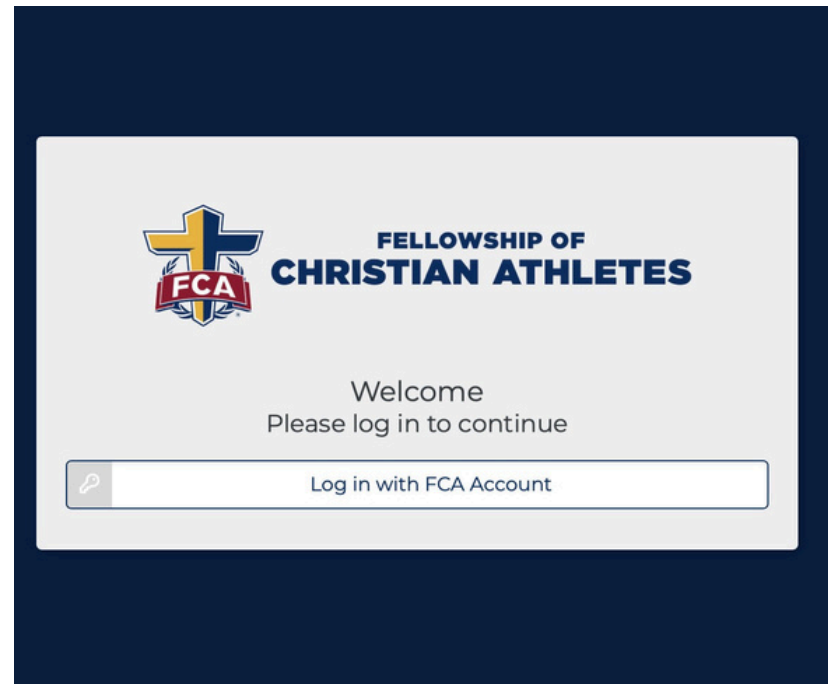
VIP VOLUNTEER GUIDE

Volunteer Impact Portal (VIP)

STEP-BY-STEP GUIDE TO CREATE YOUR ACCOUNT IN THE NEW VIP

Step 1

Go to VIP.FCA.ORG or click on the link your FCA staff provided you.



Step 2

Create your account. If you have previously completed courses in FCAUniversity, use the email associated with those trainings.

- Ensure that the email you provide is one that you check regularly as correspondence will be going to the email provided.
- If you used an email address that no longer exists, or you no longer have access to, use your current email address and contact your local FCA Staff or FCA Support at 1-800-289-0909.

Step 3

Enter your personal information, such as name, date of birth, phone number, etc, then click “Continue”

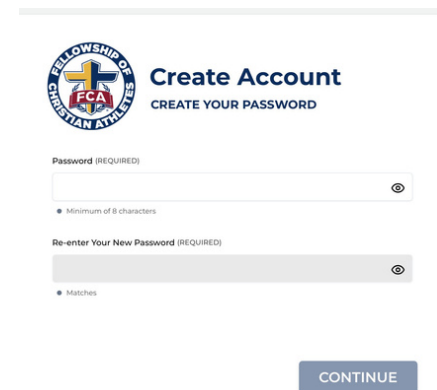
Step 4

Open your email inbox to locate your one-time password from *noreply@fca.org* and use the code provided to verify your email in the VIP.

Click “Continue”

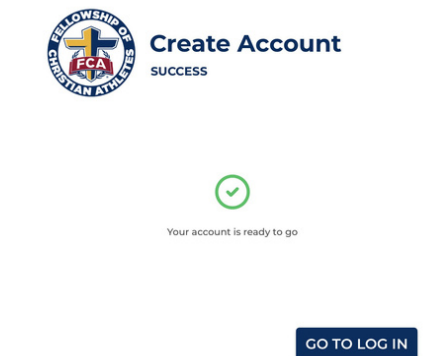
Step 5

Create your password



The screenshot shows the 'Create Account' page for the Fellowship of Christian Athletes (FCA). The page title is 'Create Account' with the subtitle 'CREATE YOUR PASSWORD'. The FCA logo is in the top left. There are two password input fields. The first field is labeled 'Password (REQUIRED)' and has a hint 'Minimum of 8 characters'. The second field is labeled 'Re-enter Your New Password (REQUIRED)' and has a hint 'Matches'. Both fields have eye icons to toggle visibility. A 'CONTINUE' button is at the bottom right.

6. Good job! You have successfully created your account in FCA's Volunteer Impact Portal (VIP)



The screenshot shows the 'Create Account' page with the title 'Create Account' and subtitle 'SUCCESS'. The FCA logo is in the top left. A green checkmark icon is centered, with the text 'Your account is ready to go' below it. A 'GO TO LOG IN' button is at the bottom right.

Return to the Volunteer Impact Portal to apply for a Camp Role.

**Volunteer
Impact Portal**



vip.fca.org

VIP VOLUNTEER GUIDE

Volunteer Impact Portal (VIP)

THINGS YOU WILL NEED IN ORDER TO COMPLETE THE APPLICATION PROCESS

The application process will take 45 - 60 minutes to complete in full. Please be sure to gather the following and block off time to complete the application.

- Full Name and email addresses of four references
- Your insurance company name, phone number, policy number
- Name of any medication you are taking
- Name and phone number of emergency contact(s)

VIP VOLUNTEER GUIDE

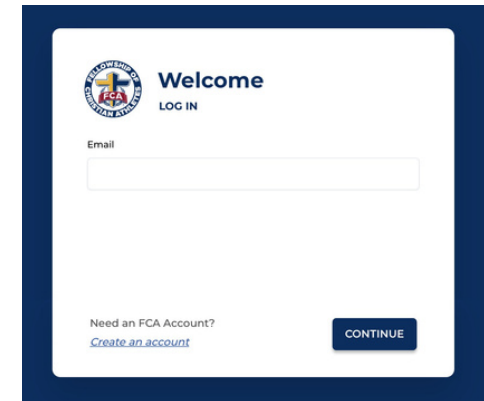
Volunteer Impact Portal (VIP)

STEP-BY-STEP GUIDE TO APPLY FOR A ROLE IN THE NEW VIP WITH A PROVIDED LINK

(if you did not receive a link, proceed to the next slide)

Step 1

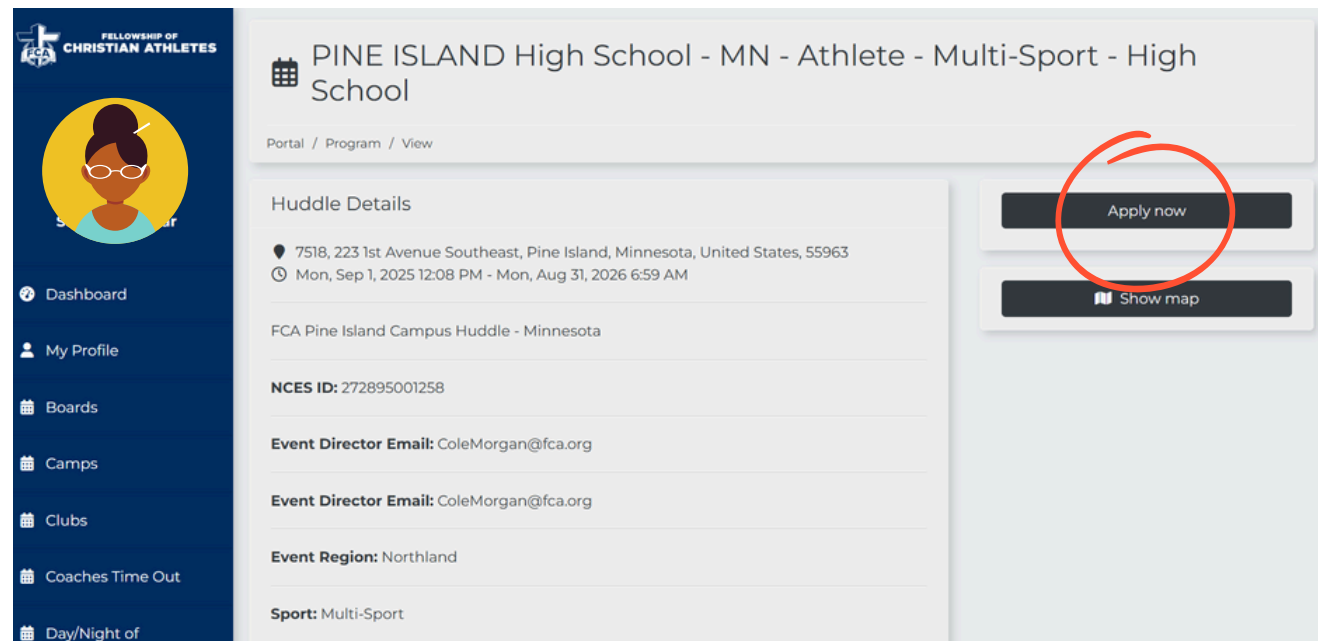
Click on the link your FCA Staff provided you.



Step 2

Click the “Apply Now” button to begin your application.

Please continue to Step 3 on page 8



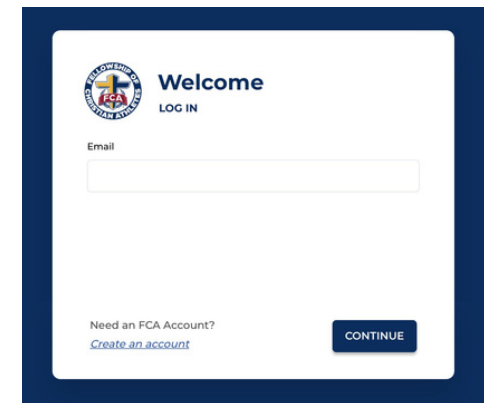
VIP VOLUNTEER GUIDE

Volunteer Impact Portal (VIP)

STEP-BY-STEP GUIDE TO APPLY FOR A ROLE IN THE NEW VIP BY SEARCHING FOR YOUR CAMP

Step 1

Log in to your dashboard

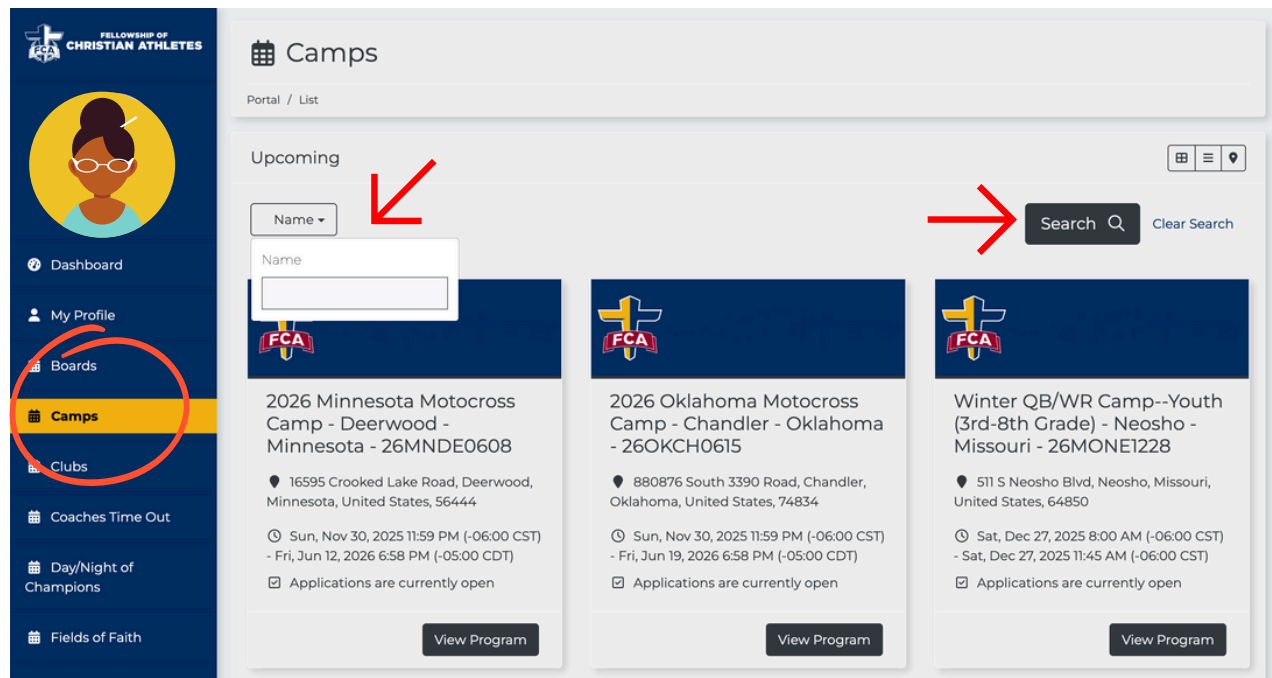


Step 2

Click “Camps”

Then click on the down arrow in the “Name” box.

Enter the name or location of the camp you’re searching for, then click “Search”



Name	Location	Dates	Applications
2026 Minnesota Motocross Camp - Deerwood - Minnesota - 26MNDE0608	16595 Crooked Lake Road, Deerwood, Minnesota, United States, 56444	Sun, Nov 30, 2025 11:59 PM (-06:00 CST) - Fri, Jun 12, 2026 6:58 PM (-05:00 CDT)	Applications are currently open
2026 Oklahoma Motocross Camp - Chandler - Oklahoma - 26OKCH0615	880876 South 3390 Road, Chandler, Oklahoma, United States, 74834	Sun, Nov 30, 2025 11:59 PM (-06:00 CST) - Fri, Jun 19, 2026 6:58 PM (-05:00 CDT)	Applications are currently open
Winter QB/WR Camp--Youth (3rd-8th Grade) - Neosho - Missouri - 26MONE1228	511 S Neosho Blvd, Neosho, Missouri, United States, 64850	Sat, Dec 27, 2025 8:00 AM (-06:00 CST) - Sat, Dec 27, 2025 11:45 AM (-06:00 CST)	Applications are currently open

VIP VOLUNTEER GUIDE

Volunteer Impact Portal (VIP)

STEP-BY-STEP GUIDE TO APPLY FOR A ROLE IN THE NEW VIP BY SEARCHING FOR YOUR CAMP (continued)

Step 2 (continued)

Log in to your dashboard

Locate the camp to
which you would like
to apply

Click “Apply Now”

Proceed to Step 3

FCA FELLOWSHIP OF CHRISTIAN ATHLETES

Camps

Portal / List

Upcoming

Name ▾

Search Clear Search View all Programs

Camp Name	Location	Code	Dates	Applications	Buttons
Western MD FCA Leadership Camp 2026 - Middletown - Maryland	9621 Frostown Road, Middletown, Maryland, United States, 21769	26MDMI0314	Sat, Mar 14, 2026 8:00 AM - Sun, Mar 15, 2026 8:00 PM	Applications are currently open	Apply now View Program
Mid-Atlantic College Camp (MACC) - North East - Maryland	3380 Turkey Point Rd, North East, Maryland, United States, 21901-6048	26MDNO0522	Fri, May 22, 2026 12:55 PM - Mon, May 25, 2026 12:55 PM	Applications are currently open	Apply now View Program
Hagerstown Power Camp - Hagerstown - Maryland	1101 South Potomac Street, Hagerstown, Maryland, United States, 21740	26MDHA0615	Mon, Jun 15, 2026 8:04 PM - Thu, Jun 18, 2026 8:04 PM	Applications are currently open	View Program

Step 3

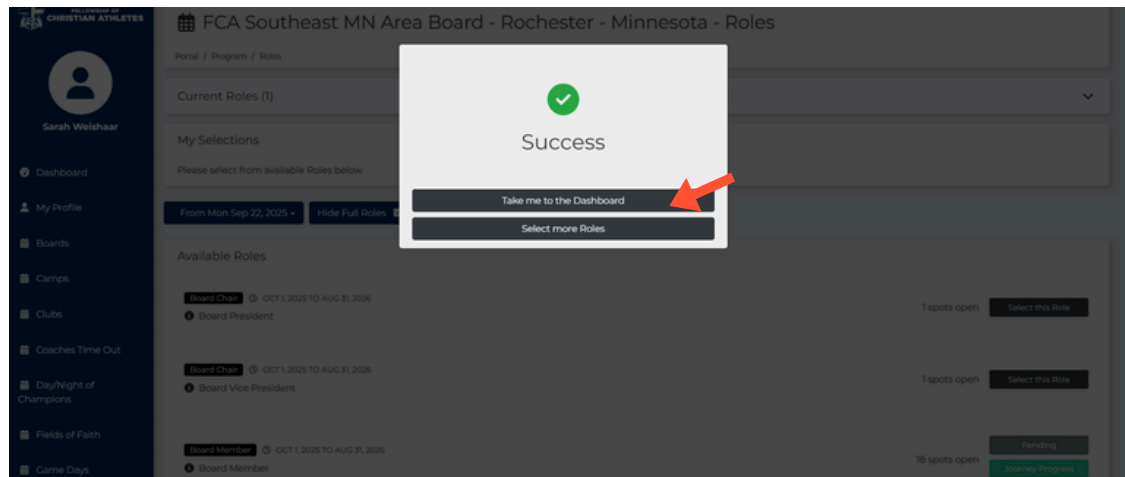
Review the roles listed and select the position for which you would like to apply



Step 4

Once you have selected the role you wish to apply for, a banner will pop up on your screen saying, "Success"

Click on the black box that says "Take me to the Dashboard"



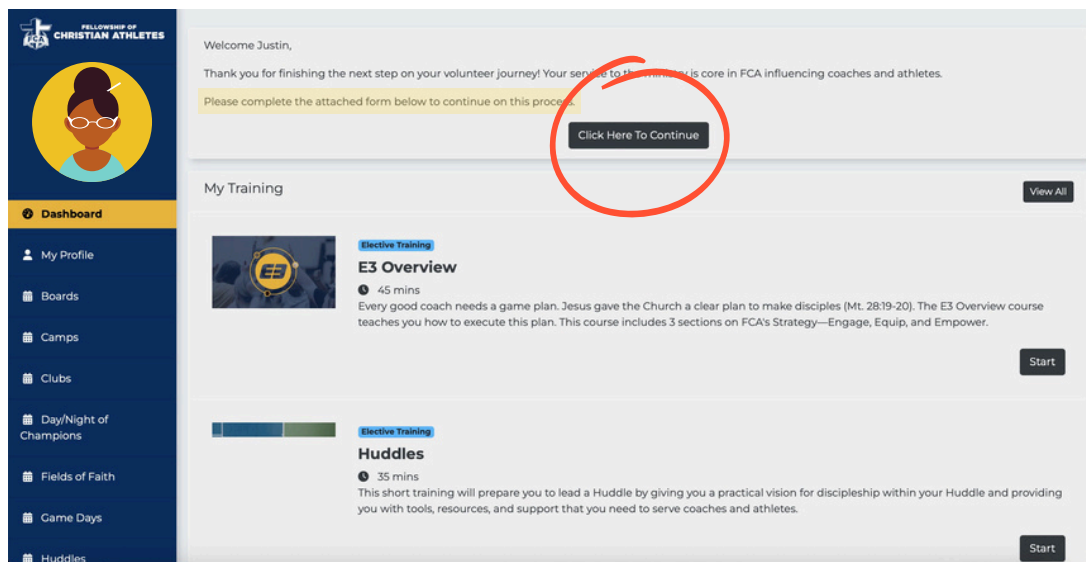
Step 5

You are in now in your Dashboard.

On the left side, you will see

- Your “My Profile” tab
- Various FCA Programs
- FCA Trainings

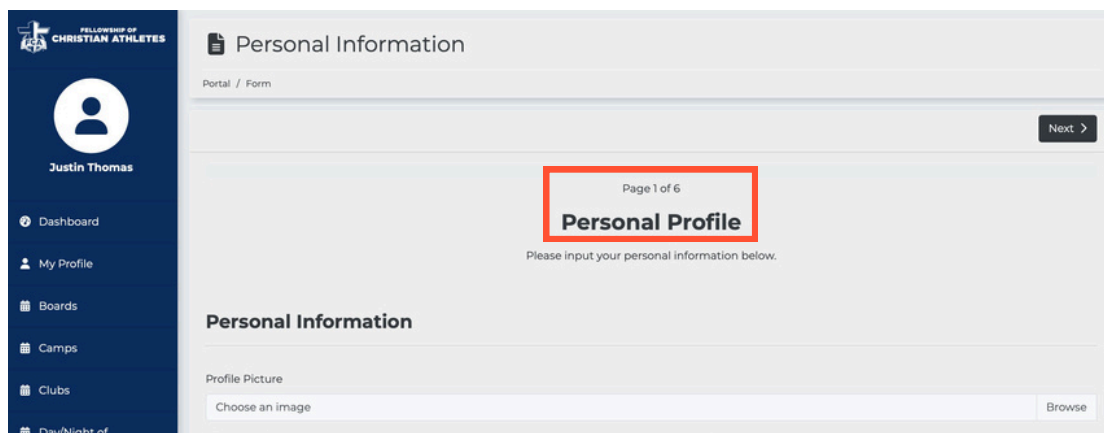
At the top of the page, you will see a message indicating which step of the application process you are currently in. Click on the black box to continue your application.



Step 6

You will find that some of the information you provided while creating your profile has been auto-populated. Fill in the required blank spots, indicated by a red asterisk symbol.

If you would like, upload a profile picture.



If you're under 18, you'll need to provide your parent/guardian's info, and they'll receive an email to approve your participation as a student leader.

Step 7

Select four individuals who know you well.

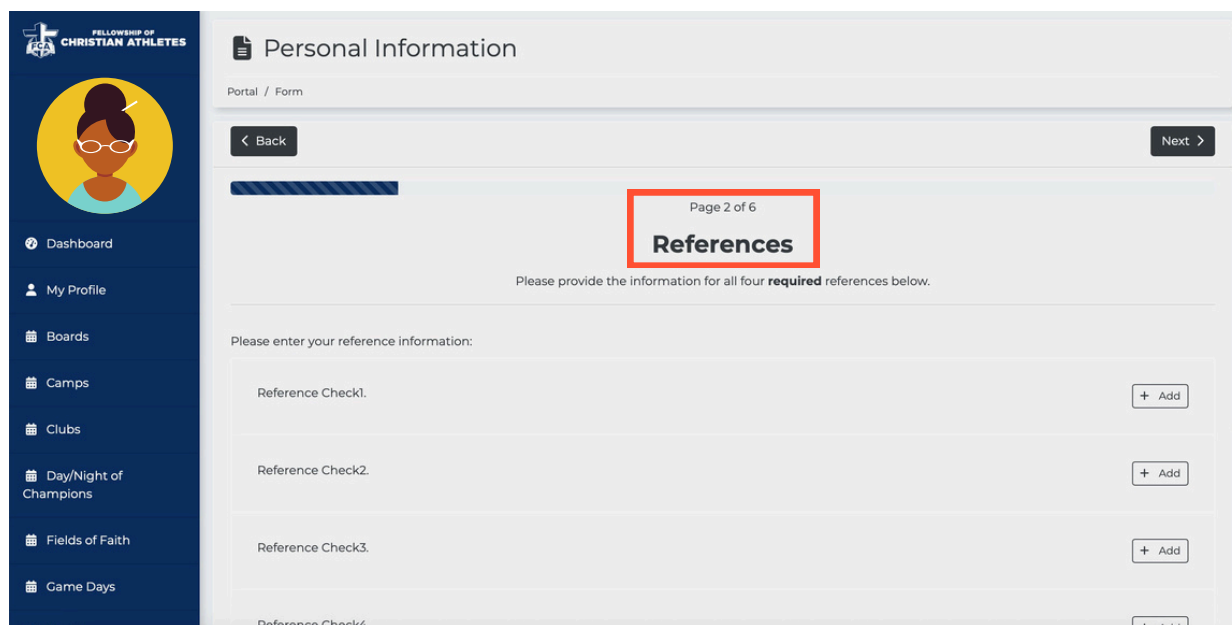
As you submit the names and email addresses of your references, please let them know that they will be receiving an email that requires action from noreply@rosterfy.co.

The questions that are asked take under one minute to complete.

If your references do not reply within the given timeframe, you will need to call the Support Center at 1-800-898-0909 to have a new link sent to your references. Local FCA staff do not have the ability to make these adjustments within the systems, so communication with your references is key.

While those completing reference checks have a particular time period allotted to provide their responses, the sooner your references reply, the sooner your application can be advanced.

Your application will not advance without at least two of the 4 leaving positive references.



Personal Information

Portal / Form

< Back

Next >

Page 2 of 6

References

Please provide the information for all four **required** references below.

Please enter your reference information:

Reference Check1.	+ Add
Reference Check2.	+ Add
Reference Check3.	+ Add
Reference Check4.	+ Add

Request Reference Check



FCA Volunteer <noreply@rosterfy.co>

Today at 8:30 PM

To:



Hi,

has applied to serve as a volunteer with FCA and listed you as a reference. We'd greatly appreciate it if you could take just a few minutes to complete a short reference form on their behalf.

Your feedback plays an important role in helping us build a strong team of volunteers who are passionate about influencing coaches and athletes for Christ.

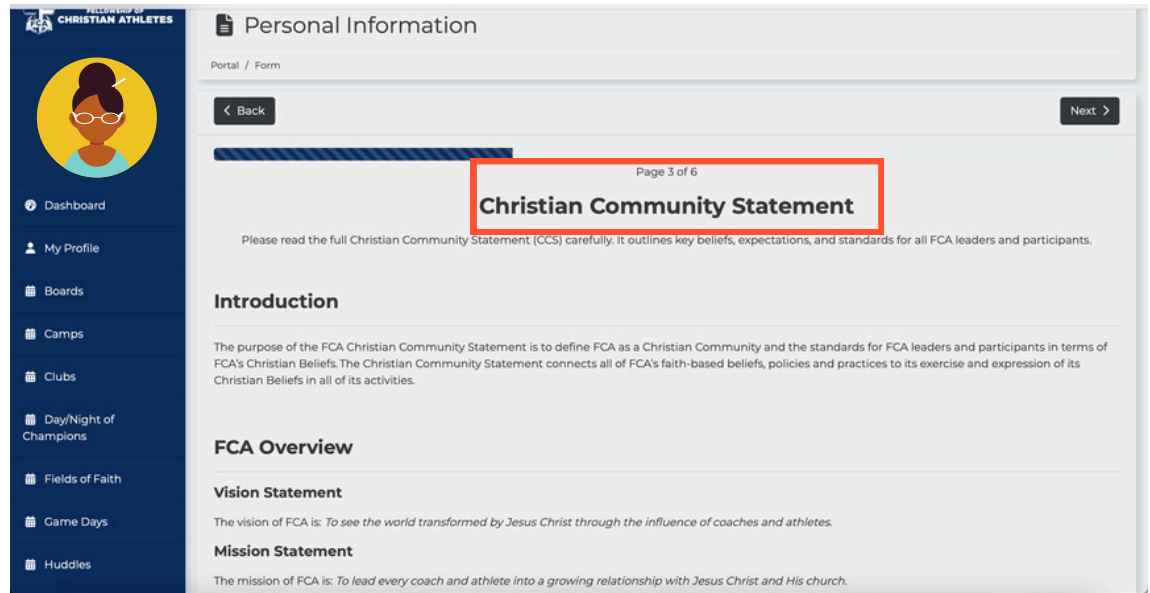
[Complete Reference Check](#)

Thank you so much for your time and support!

Step 8

Please read through FCA's Christian Community Statement.

Follow the prompts provided and reach out to your local FCA staff if you have questions.

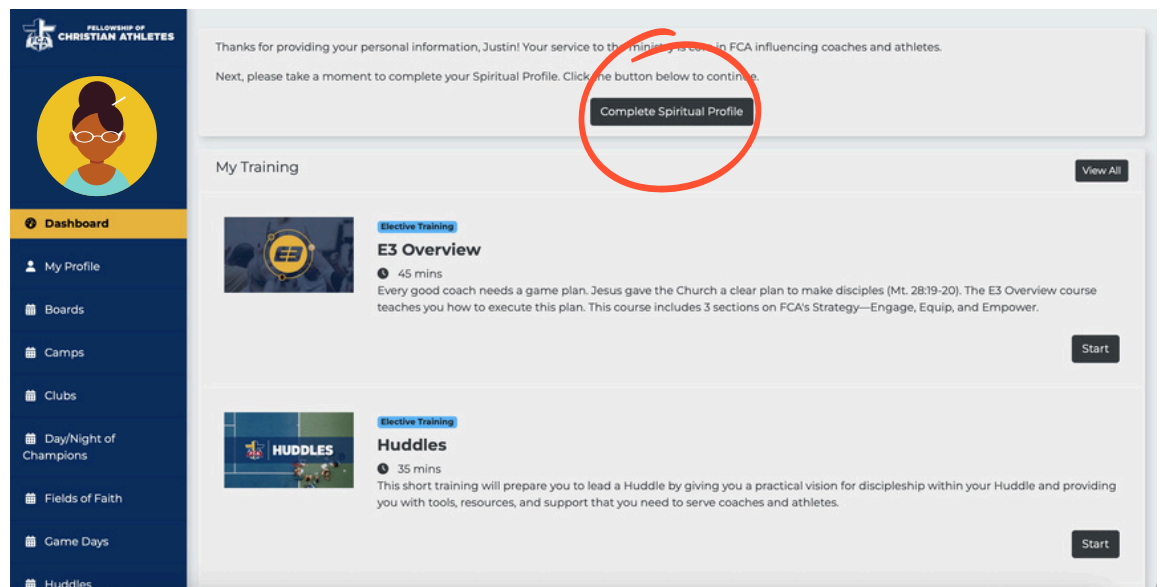


The screenshot shows the 'Personal Information' form, specifically 'Page 3 of 6'. The title 'Christian Community Statement' is highlighted with a red box. Below the title, a paragraph states: 'Please read the full Christian Community Statement (CCS) carefully. It outlines key beliefs, expectations, and standards for all FCA leaders and participants.' The form is divided into sections: 'Introduction', 'FCA Overview', 'Vision Statement', and 'Mission Statement'. The 'Introduction' section explains the purpose of the FCA Christian Community Statement. The 'FCA Overview' section includes the 'Vision Statement' and the 'Mission Statement'.

Step 9

Following your review and responses from FCA's Christian Community Statement, you will be brought back to your dashboard.

On the top portion of the page, you will see a black box that says, "Complete Spiritual Profile." Click that button to continue.



The screenshot shows the FCA dashboard. At the top, a message says: 'Thanks for providing your personal information, Justin! Your service to the ministry is essential in FCA influencing coaches and athletes. Next, please take a moment to complete your Spiritual Profile. Click the button below to continue.' A red circle highlights the 'Complete Spiritual Profile' button. Below this, the 'My Training' section is visible, featuring two training modules: 'E3 Overview' (45 mins) and 'Huddles' (35 mins). Each module has a 'Start' button.

Step 10

Use the drop down and text box features to complete your Spiritual Profile.

Once complete, click the black box that says “Back to Dashboard” to continue your application.

The top screenshot shows the 'Spiritual Profile' form with the following questions:

- Do you consider yourself a follower of Jesus Christ? *
Yes
- When did you put faith in Jesus and how did you know you needed a Savior? *

The bottom screenshot shows the 'Form Completed' message and a 'Back to Dashboard' button circled in red.

Step 11

On the top portion of the page, you will see a black box that says, “Complete Adult Permission Waivers.” Click that button to continue.

You will review the following:

- Adult Permission Waiver
- Anti-Hazing/Bullying Waiver
- Youth Protection Waiver
- Image & Likeness Release Waiver

The screenshot shows the FCA dashboard with the following sections:

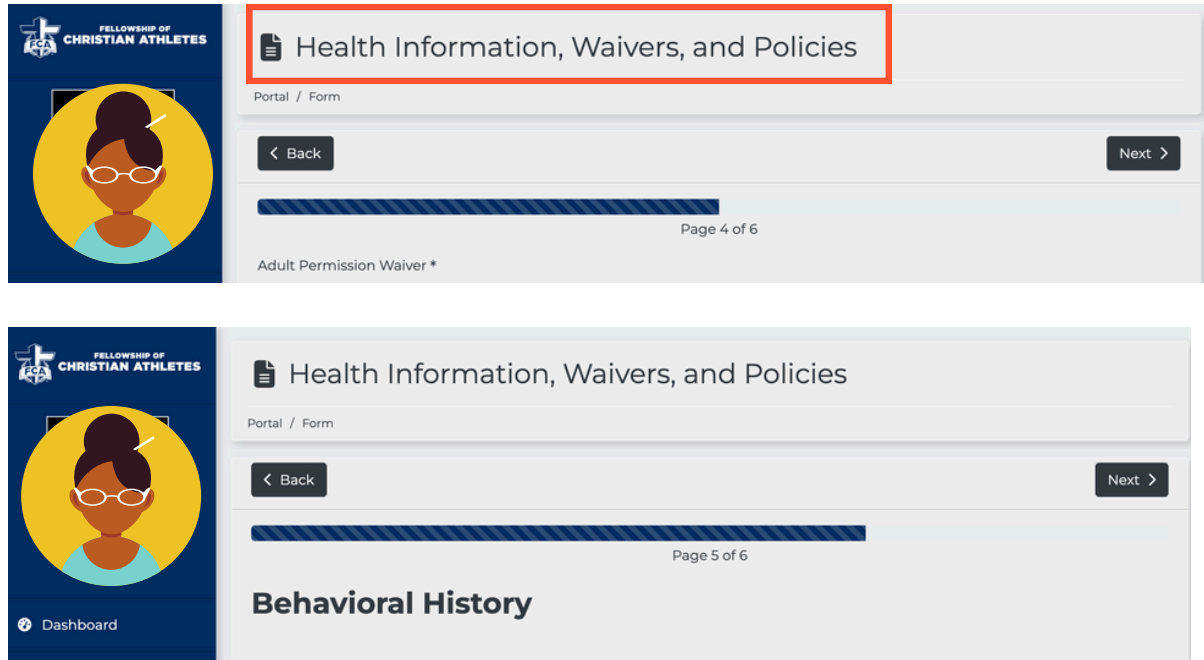
- Complete Adult Permission Waiver** (button circled in red)
- My Training** (section with a 'View All' button)
- E3 Overview** (Elective Training, 45 mins, description: Every good coach needs a game plan. Jesus gave the Church a clear plan to make disciples (Mt. 28:19-20). The E3 Overview course teaches you how to execute this plan. This course includes 3 sections on FCA's Strategy—Engage, Equip, and Empower. Start button)
- Huddles** (Elective Training, 35 mins, description: This short training will prepare you to lead a Huddle by giving you a practical vision for discipleship within your Huddle and providing you with tools, resources, and support that you need to serve coaches and athletes. Start button)

Step 12

Complete the Health Information, Waivers, and Policies.

Please note - providing your medical information is required for camp participation.

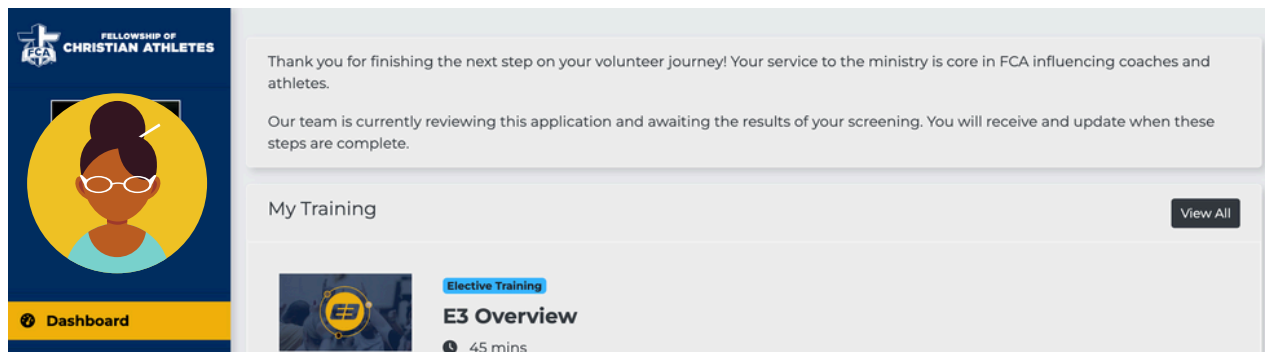
Click the black box that says, "Next" to continue through each page.



The screenshot shows the FCA (Fellowship of Christian Athletes) portal interface. On the left is a dark blue sidebar with the FCA logo and a circular profile picture of a woman with glasses. Below the profile picture is a "Dashboard" link. The main content area is titled "Health Information, Waivers, and Policies" and "Portal / Form". It features a progress bar indicating "Page 4 of 6" and a section titled "Adult Permission Waiver *". Navigation buttons for "< Back" and "Next >" are visible. A red rectangle highlights the "Health Information, Waivers, and Policies" title.

Step 13

Your application will now be reviewed by staff, and background check instructions will follow once the review is complete.



The screenshot shows the FCA portal interface. On the left is the same dark blue sidebar with the FCA logo and profile picture. The main content area has a message: "Thank you for finishing the next step on your volunteer journey! Your service to the ministry is core in FCA influencing coaches and athletes. Our team is currently reviewing this application and awaiting the results of your screening. You will receive and update when these steps are complete." Below this is a section titled "My Training" with a "View All" button. A card for "Elective Training" is visible, titled "E3 Overview" with a duration of "45 mins".

****Steps 14 and 15 apply to applicants ages 18 and older****

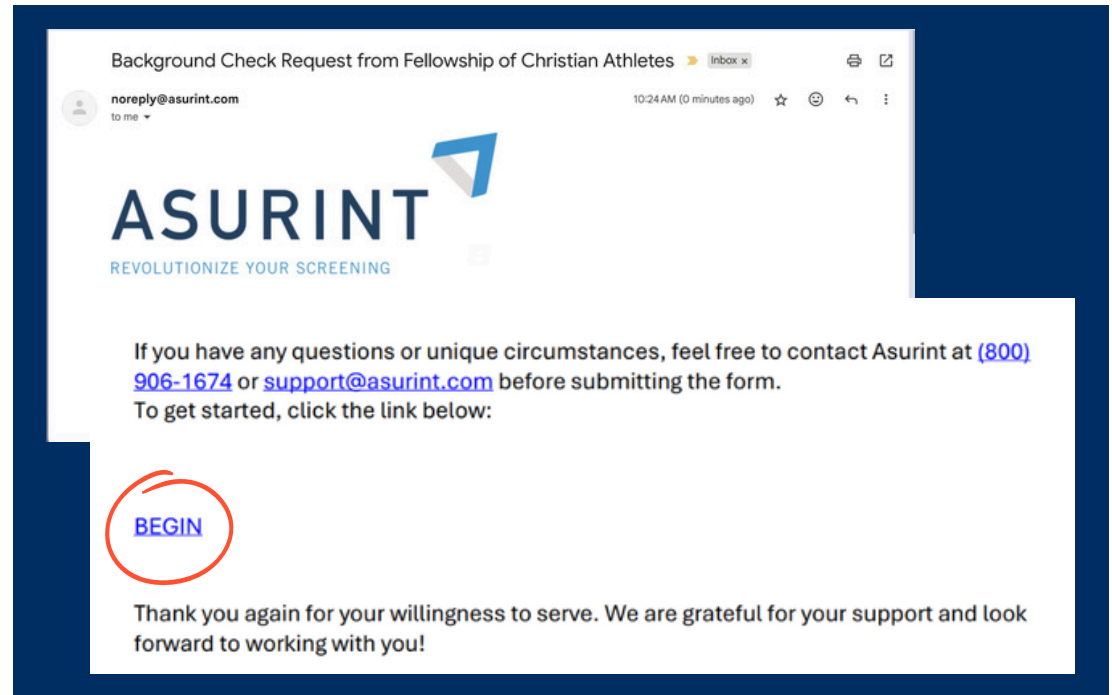
Step 14

Once the staff has reviewed and approved your application, you will receive an email from noreply@asurint.com

If you don't see it, check your junk mail inbox.

ASURINT, is our background check provider. You will be given the option to pay for this yourself. Please select the option to have your background check paid for by FCA.

Scroll to the middle of the email and click, "Begin."



Step 15

Once you select "Begin," you will be directed to Asurint's website.

Enter your birthday and last name, then click the button that says, "Continue."

Be sure to use your legal name.

Proceed through this process until the application is complete.

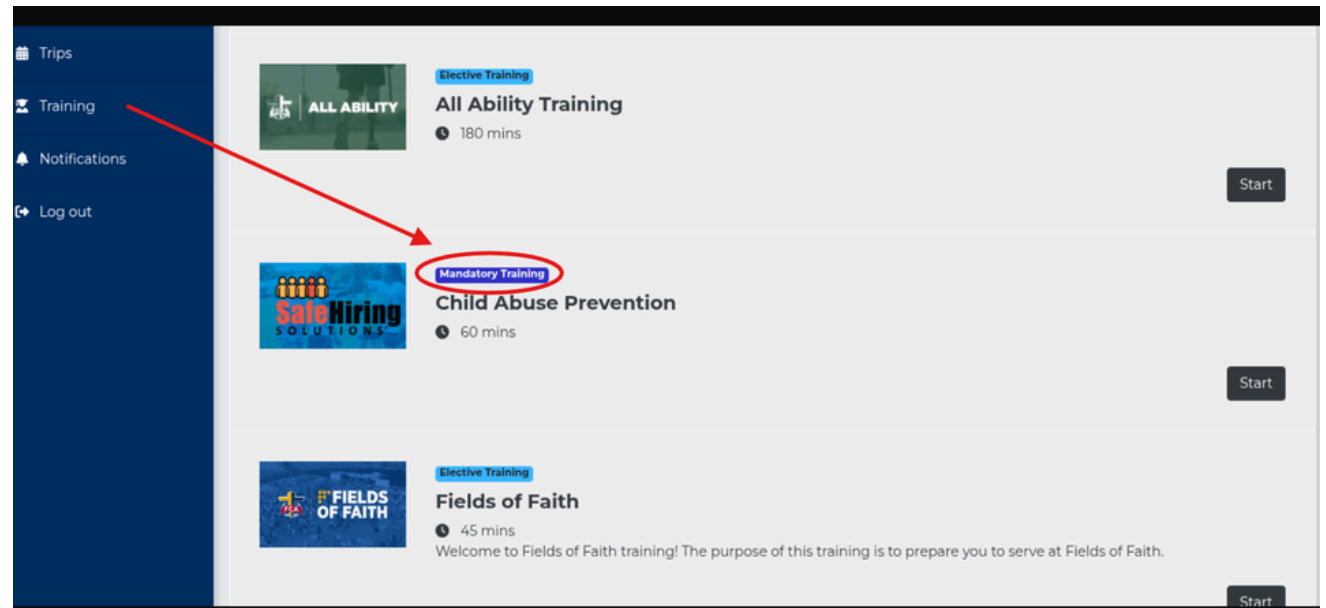
A screenshot of the ASURINT 'Candidate Verification' form for the Fellowship of Christian Athletes. The form includes input fields for 'DATE OF BIRTH' (with a placeholder 'mm/dd/yyyy') and 'LAST NAME'. A blue 'CONTINUE' button is circled in red. On the right side, a vertical progress bar shows several steps with checkmarks: Verification Challenge, UETA, Information, Address History, Authorization, Request Copy, and Payment Option.

Step 16

As your application, reference check, and background check are being processed, it is time start your online trainings.

Everyone must complete the “1-hour Child Abuse Prevention” course in one sitting.

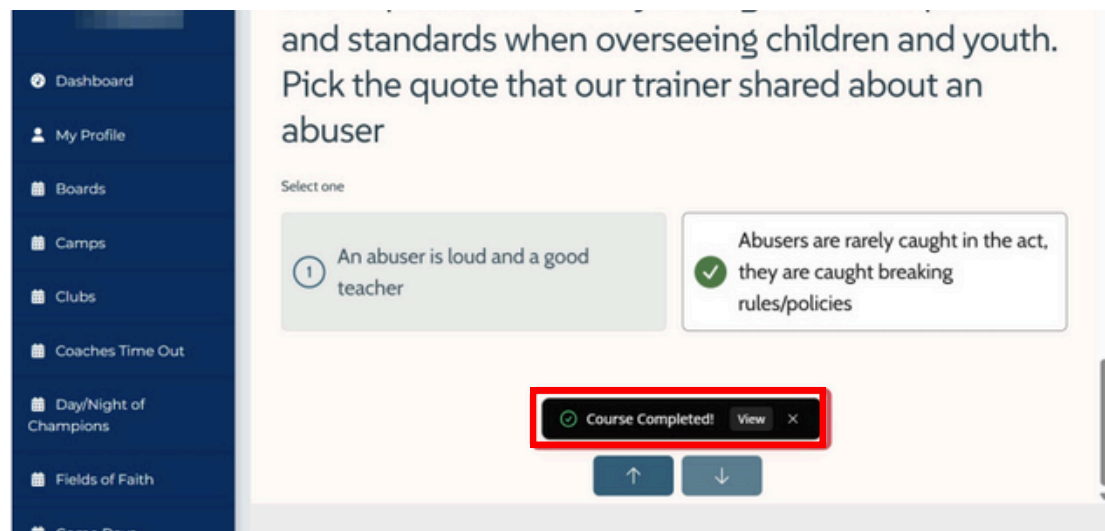
Depending on which role you applied for, you will find additional trainings. If a course is required, the phrase “Mandatory Training” will be above the course title.



You are welcome to take any of the other Elective Training courses that FCA has to offer.

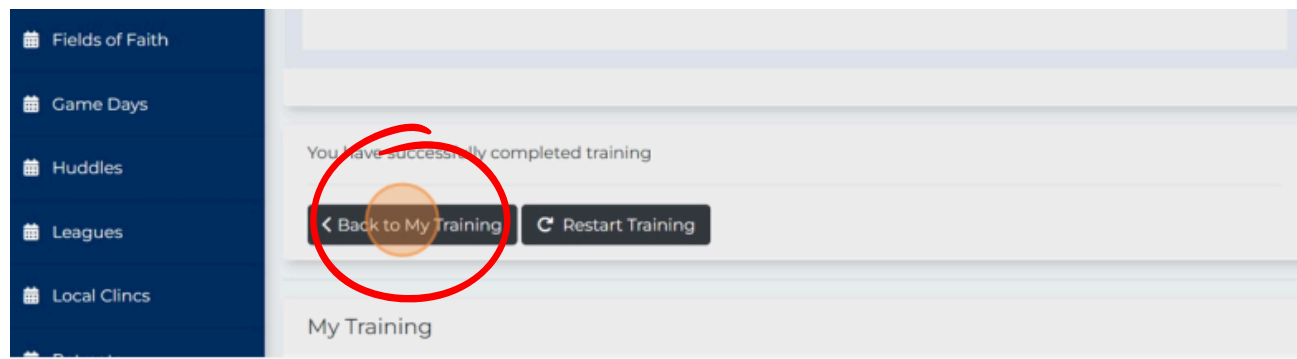
Step 17

Upon completion, you will see the “Course Completed” notice.



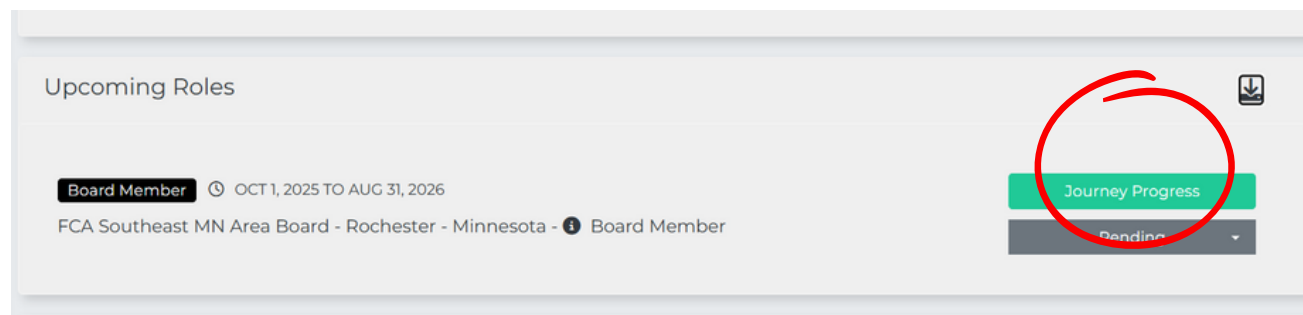
Step 18

Click “Back to my Training” button at the bottom of your screen.

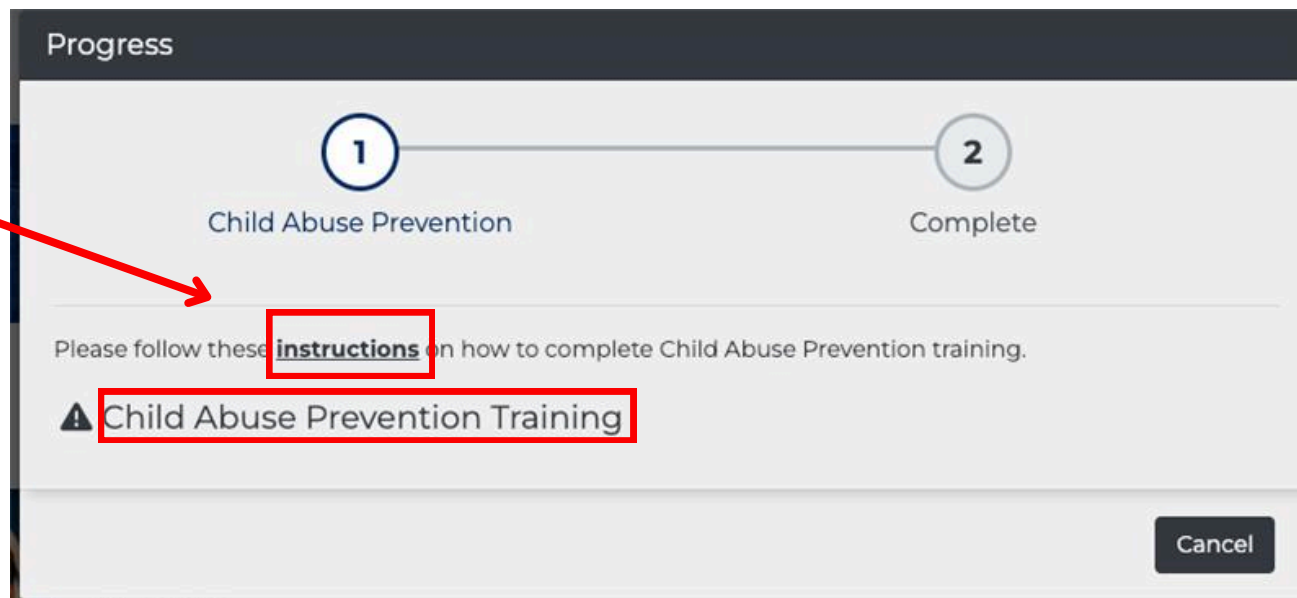


Scroll down until you see “Upcoming Roles”.

Click on the green “Journey Progress” button.



Click “instructions” or the “Child Abuse Prevention Training”



Step 19

You will see a statement asking you to acknowledge your completion of the course.

Click the box and “Save”



Step 20

Congratulations! You have successfully applied for a role in FCA’s Volunteer Impact Portal (VIP)

**Volunteer
Impact Portal**



vip.fca.org