

HIGHLIGHTS OF eRECRUITER - VMS

WELCOME

eRecruiter is a volunteer's gateway to the Fairfax County Volunteer Management System – VMS.

It is located at <https://volunteer.fairfaxcounty.gov>

Remember: A volunteer only needs ONE profile to apply to any organization in the system.

Below is a quick tour of some of the highlights and how to use it.

VOLUNTEER HOME (HOMEPAGE)

This Search icon takes you to Fairfax County's website.

Click here to go straight to the search page OR here to log in

The banner displays "new" opportunities. Click on the blue carets to change the banners.

The icons are a quick link to Orientation sessions, opportunities for youth, groups, corporate groups or community service for court and the FAQs page.

can search using the icons below. Select the calendar to see scheduled events that occur daily.

Calendar Under 18 Corporate Groups For Court FAQ

RESIDENTS BUSINESS GOVERNMENT **FAIRFAX COUNTY VIRGINIA** SERVICES CONNECT SEARCH

Start your volunteer journey...
[Find an Opportunity >](#)
[Log In >](#)
[Frequently Asked Questions >](#)

Popular Opportunities

2 Winter Wonderland: Mrs. Claus
Click the more link for additional details.
[More info >](#)

CSB Intern Test Opportunity
Click the more link for additional details.
[More info >](#)

GM Branch sharing test
Click the more link for additional details.
[More info >](#)

See all 6 "Popular Opportunities"

VOLUNTEER SEARCH PAGE – LIST FORMAT

The navigation bar allows you to search for opportunities in a variety of ways. See next page for details.

You can see search results in list format, on a calendar or on a map

View results as a: List Calendar Map Sort ..

Displaying 533 opportunities

There are 533 opportunities listed below. Try refining your search on the left to get better results.

See all Volunteer Opportunities [Click Here](#)

Volunteer Ambassador
FCP: Audrey Moore RECenter
Click "more details" for description.
[more details](#)

2019 National Bicycle and Pedestrian Documentation Project
Fairfax County Department of Transportation
Click "more details" for description.
[more details](#)

Information Desk Volunteer (Patrick Henry Library)
Patrick Henry Library
Click "more details" for description.
[more details](#)

Fitness & Wellness - Healthy Strides Ambassador
FCP: Park Authority-HQ
Click "more details" for description.
[more details](#)

CHANGING THE RESULTS VIEW

Volunteer Home | Volunteer Search | Login

Opportunity Search

Request a New Search

I am searching for...

Opportunity For +

Organization/Program

Displaying all 533 opportunities for 117 organizations.

There are 533 organizations listed below. Try refining your search on the left

Access Services Library

1 Opportunities
[Library Volunteer \(Access Services\)](#)

View results as a: List Calendar Map Sort ..

Change the results by clicking on the Sort link and selecting from the drop down list

Sort by

- Publish Date
- Event Date
- By Title (A-Z)
- See results for
- Opportunities
- Organizations
- Schedule Slots

SEARCH CHOICES OR FILTERS

The fully expanded search is shown below. **If you choose search parameters, the system will reduce the number of opportunities shown and it will add “breadcrumbs” above the number of opportunities displayed.**

Search Results for: Youth (12 - 17) Environment, Parks, Recreation & Sports

Displaying 38 of 548 total opportunities.

Request a New Search

I am searching for...

Opportunity For

- Adult
- Kid Friendly (<12 with parent)
- Youth (12 - 17)
- Groups
- Corporate Groups
- Community Service
- Emergency

Organization/Program

Search Organization/Program

Things to do

- Advocacy
- Animal-Related
- Arts, Crafts & Games
- Civic & Community
- Computers & Technology
- Crime Prevention & Public Safety
- Culture, History, Music & Performing Arts
- Domestic Violence & Sexual Assault
- Emergency Preparedness & Response
- Employment
- Environment, Parks, Recreation & Sports
- Finances, Accounting & Tax Preparation
- Food, Agriculture & Nutrition
- Health Care
- Housing & Shelter
- Libraries & Education
- Mental Health & Crisis Prevention
- Office & Administrative Work
- Services for Children, Youth & Adults
- Training, Teaching & Mentoring
- Translation & Interpretation

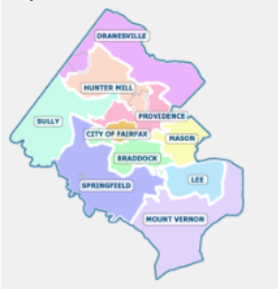
Date/Time

Search by Date/Time

Location

City or Zip Distance

Supervisor District Search



Request a New Search: Enter a word or phrase and the results will include an opportunity with the word/phrase in the description or title.

Opportunity For: The search results will include any type that the opportunity has been designated appropriate.

Organization/Program: Enter the name or partial name of the organization for whom you want to volunteer. Example – type library and you will see a list of all the branches and you can select one or more. Click the down arrow on the right to hold the list open.

Things to do: Select one or more interest areas for your search.

Date/Time: When you click in the box you will be able to enter a date range and/or a time range. Will return shifts that fit your parameters.

Location: Will return opportunities within a certain distance of the zip code that is entered.

Supervisor District: Will return all opportunities within a specified Supervisor voting district.

There are more search options starting on page 7.

SIGN UP FOR AN OPPORTUNITY

Click on View Details for an opportunity on the Search Page. It will bring you to this page. Once you read the description, if you want to volunteer, then you should click the Sign Up button.

Opportunity Details [Back to previous](#)

Fitness & Wellness - Healthy Strides Ambassador [FCP: Park Authority-HQ](#)

Play an important part of creating a healthy culture and community in Fairfax County! We are seeking people who are passionate about health and wellness, who are familiar with FCPA's Healthy Strides program, and who want to tell a story of community wellness through parks. As a Healthy Strides Ambassador, you can participate in any of these roles:

- **Walking Group Leader** – lead walks for the Healthy Strides Walking Group program. Must complete a basic training and commit to at least one hour per week.
- **Wellness Book Club Discussion Leader** – read the book of the month (complimentary) and lead the discussion for that book at the scheduled Fairfax County Public Library.
- **Staff Support** – help with Healthy Strides events, including the 5k/10k, monthly workshops and health fairs
- **Outreach** – attend community events, representing FCPA's Healthy Strides program
- **Park Rx Advocate** – talk to doctors and medical practitioners about prescribing parks.

Healthy Strides Ambassadors receive a Welcome Packet, including a special Healthy Strides Ambassador t-shirt, water bottle, and "Ask Me" pin, as well as the benefits of being an FCPA volunteer.

Sign Up

Login

New Volunteer

Click on Login if you have a profile in VMS.

Click on New Volunteer if you do not have a profile in VMS

WHO IS MY VOLUNTEER COORDINATOR? WHO CAN I CONTACT ABOUT AN OPPORTUNITY?

Opportunity Details [Back to previous](#)

CERT 144 at the Fire and Rescue Academy [Fairfax County CERT](#)

Feb 25, 27, March 4, 6, 11, 13, 18, 20 Mondays Wednesdays, 7:00 - 11:00 pm.
CERT Basic training class at the Fire and Rescue Academy.

CERT training class follows the FEMA curriculum, tailored to local disasters and hazards. Educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Emphasis on hands-on skill development and Fairfax County protocols and procedures. Instructor will provide syllabus with class schedule at first session. This training does not require any special physical strength or agility.

Sign Up

Organization Details

Location
Where the opportunity will occur
Fairfax County Fire and Rescue Academy
4600 West Ox Road
Fairfax, VA 22030
[Get Directions](#)

Contact Info
Contact person for the opportunity

Contact 1
Contact Name: Jeffrey Katz (Volunteer Liaison)
Email: fire.certs@fairfaxcounty.gov
Primary Phone: [703-246-3926](tel:703-246-3926)
Fax: (703) 246-5882

The contact information for an opportunity is found on the Opportunity Details page

Want to see more opportunities for this organization? Click on this link to go to the Organization Details

Volunteer Home | Volunteer Search | Login

Login or Register

[Back to previous](#)

Volunteer User ID
Password
Please enter a password.
Volunteer Login

[Search for an opportunity](#)

[Forgot Password or Username?](#)
[New Volunteer Registration](#)

Login with:
Facebook

PASSWORD RESET AND USERNAME RECOVERY

This is a three step process. The system will walk you thru it. Here is an overview of what you need to know.

Volunteer Home | Volunteer Search | Login

Reset Password

Complete the fields below and an email with a link to reset your password and/or a reminder of your username, will be sent to you.

First Name
Last Name
Postal Code (Zip Code)
Date of Birth

Format mm/dd/yyyy

- Remind me my username
- Reset my password



Next

You will need: First Name, Last Name, Zip Code and Date of Birth to reset your password and/or request your username. You will also need to confirm your email address on the next screen.

Please remember – if your name is Charles and you register with your nickname – Charlie, the system will only recognize Charlie.

Click on link to reset your password and/or to be reminded of your Username

PERSONAL DASHBOARD

Home | [Volunteer Search](#) | Dashboard | [Log Out](#)

You can upload your picture



Links to:

- *Report Hours
- *Edit your profile
- *Settings
- *Attachments
- *Training and Awards
- *Waivers



Activity Status: Active

[Report Hours](#)

[Edit Profile](#)

[Account Settings](#)

[My Attachments](#)

[Trainings & Awards](#)

Welcome Back teen!

Volunteer since 03/05/2019

[View Service History](#)

0 hours
This month

0 hours
This year

0 hours
Since forever!

Shifts display on the top of your dashboard.

These are time defined shifts.

Upcoming Schedule

[View Schedule](#)

MAR
09
SAT

NCS-TestOpp-VGG-Volunteer Orientation-Fairfax County Department of Neighborhood and Community Services (NCS)

placed with this schedule slot

[Details](#)

[more](#)

6:30 pm - 8:30 pm

Every Monday, Tuesday, Wednesday, Thursday, Friday, Saturday

Volunteer Orientation for important people

Address: 8100 Fordson Road Alexandria, VA 22306

Contact Info: Vicki Greene 555-555-5555

[Find New Opportunities](#)

Opportunities you are referred to or placed with display here



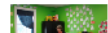
NCS-TestOpp-VGG-Volunteer Orientation-Fairfax County Department of Neighborhood and Community Services (NCS) NCS-TestOrg-VGG

You've been placed with this opportunity.

Reporting service is not enabled for this opportunity

[see details](#) [remove me](#)

Referred?
Placed?
Check the FAQ page for an explanation



Ready to Read Volunteer (Library Administration) Early Literacy

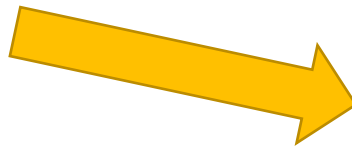
REPORTING HOURS

On the Dashboard, scroll down to the opportunity title that you want to report hours for. Under the title will be a Report Service link. Click on the link and the report form will open.

[H-Miscellaneous CERT Training Activities](#) [Fairfax County CERT](#)

You've been placed with this opportunity.

[see details](#) [remove me](#) [Report Service](#)



Enter the time frame you are reporting –

- day, week, month – check with your Coordinator about how often to report.

- You can note the type of work in the Service Performed box.

- **There are more complex reporting forms for certain opportunities**

Report Service

Select a Survey

Log Book Entry

Start Date: 04/27/2021 Start Time: 5 35 PM

End Date: 04/27/2021 End Time: 5 35 PM

Hours:

Service Performed

Close

Submit Service

Volunteer Home | Volunteer Search | Login

Opportunity Search

Request a New Search

I am searching for...

Opportunity For +

Organization/Program

Search Organization/Program

Things to do +

Date/Time

Search by Date/Time

Location

City or Zip Distance

View results as a: [List](#) [Calendar](#) [Map](#)

This view can be changed to a week or a day view. See below.

Displaying 199 of 242 shifts.

Day [Week](#) [Month](#)

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
3	4	5	6 slots on th	10 slots on th	7 slots on th	9 slots on th
10 slots on th	6 slots on th	4 slots on th	5 slots on th	8 slots on th	6 slots on th	6 slots on th
7 slots on th	6 slots on th	6 slots on th	6 slots on th	8 slots on th	6 slots on th	5 slots on th
7 slots on th	6 slots on th	5 slots on th	5 slots on th	8 slots on th	5 slots on th	6 slots on th
31	1	2	3	4	5	6
6 slots on th	4 slots on th	4 slots on th	5 slots on th	8 slots on th	6 slots on th	5 slots on th

Day View

View results as a: [List](#) [Calendar](#) [Map](#) [Sort...](#)

Displaying 4 of 279 shifts.

Day [Week](#) [Month](#)

March 6, 2019

all-day	12am	1am	2am	3am	4am	5am	6am	7am	8am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm
Wednesday																					
Orientation for wishes (9:00 am - 5:00 pm)																					
Touring Docent Sully Historic Site (10:00 am - 5:00 pm)																					
Golf Starter - Burke Lake Golf Course (12:00 pm - 4:00 pm)																					

Week View

View results as a: [List](#) [Calendar](#) [Map](#) [Sort...](#)

Displaying 30 of 279 shifts.

Day [Week](#) [Month](#)

Mar 3 - 9, 2019

all-day	Sun 3/3	Mon 3/4	Tue 3/5	Wed 3/6	Thu 3/7	Fri 3/8	Sat 3/9
12am							
1am							
2am							
3am							
4am							
5am							
6am							
7am							
8am							
9am				9:00 am Orient for wish			
10am				10:00 am Tourist Docent Sully Historic Site			
11am				12:00 pm Golf Start			
12pm				12:00 pm Golf Start			
1pm				12:00 pm Golf Start			
2pm				12:00 pm Golf Start			
3pm				12:00 pm Golf Start			
4pm				12:00 pm Golf Start			
5pm				12:00 pm Golf Start			
6pm				6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation
7pm				6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation
8pm				6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation	6:30 pm - 8:30 pm NCS-TestOpp-VGG-Volunteer Orientation

SEARCH PAGE IN MAP VIEW

Volunteer Home | Volunteer Search | Login

Opportunity Search

[Search Filters](#) [Opportunity Details](#)

View results as a: [List](#) [Calendar](#) [Map](#) [Sort](#)

Adapted Aquatics Assistant: Spring Hill Sundays

FCP: Adapted Programs

[Opportunity details](#)

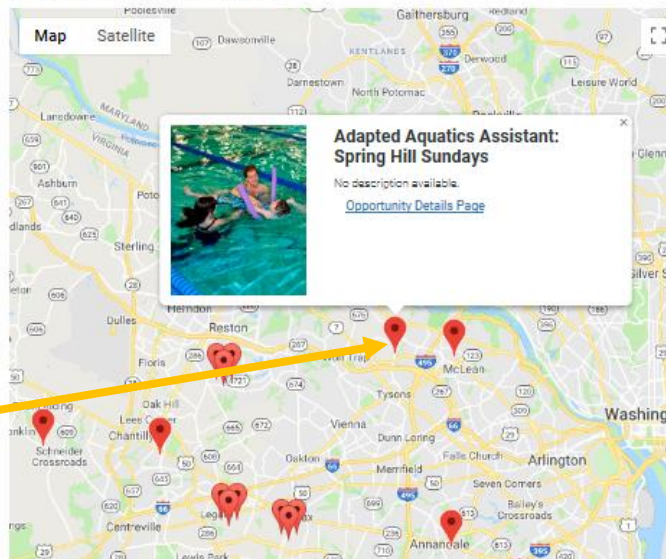
No slots displaying. Please update your filter.

[Remove filters](#)

Showing all results for
03/06/2019 - 04/06/2019

[see more](#)

Displaying 37 of 533 total opportunities.



Click on a pin, it will open and information box and change the view on the left of the screen to information about the selected opportunity.

ORGANIZATIONAL DETAILS

Home | Volunteer Search | Dashboard | Log Out

Organization Details



Fairfax County CERT

Location

12099 Government Center Pkwy
Fairfax, VA 22035

Contact

name: Jeffrey Katz
title: Volunteer Liaison
phone: (703) 246-3926
email: fire.cert@fairfaxcounty.gov

Website

Opportunities [show in search](#)

0 Interested In CERT

[CAP18 Community Assessment Program class for CERT](#)

[CERT 144 at the Fire and Rescue Academy](#)

[CERT 147 at Fort Belvoir](#)

[CERT 2019 TEST](#)

[CERT Graduate Orientation \(Held Monthly\)](#)

[CERT RADIO WORKSHOP-22](#)

[FA24 National Safety Council First Aid for CERT members](#)

[LEC96 Advanced ICS for CERT](#)

[LEC97 - Stop the Bleed \(CERT\)](#)

[LEC98 First Aid For Hostile Mass Casualty Incident and improved splinting skills](#)

This page displays:

- Contact information
- A list of all opportunities currently open for this organization

YOUR PROFILE (APPLICATION)

Our system has two individual application forms – a Short Form and an Enterprise Form. The form type is dependent upon the activities that the volunteer performs and is determined by the Volunteer Coordinator. There are certain required fields which help to prevent duplicate profiles in the system. Additionally, there is a Group Form which an established group such as a Scout Troop can complete to sign up for Group opportunities.

The **Short Form** contains the following sections:

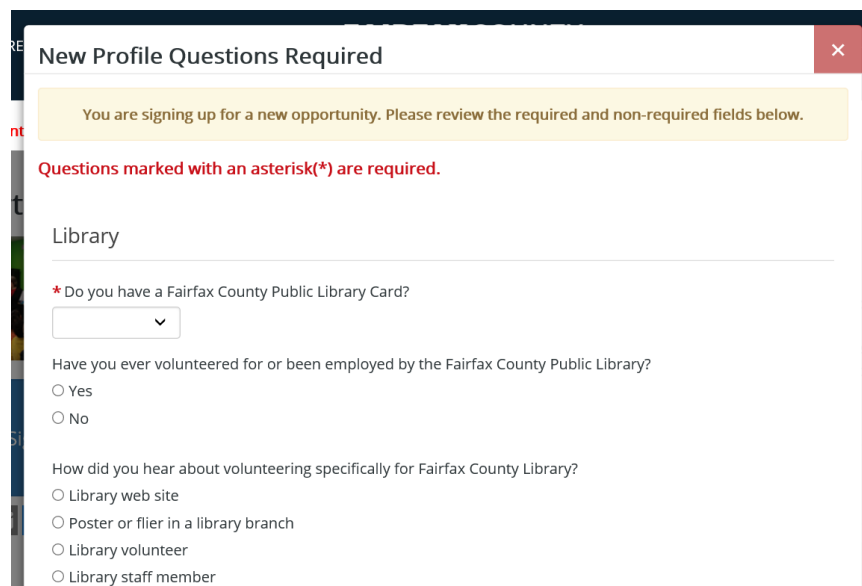
- User Information (Username and Password)
- Personal (Name, Date of Birth, Address, etc)
- Contact Information (email, phone numbers)
- Emergency/Medical Contact Information
- Languages spoken
- FOIA
- School Requirement?
- Court Referrals?

The **Enterprise Form** contains the following sections:

- User Information (Username and Password)
- Personal (Name, Date of Birth, Address, etc)
- Contact Information (email, phone numbers)
- Emergency/Medical Contact Information
- Languages spoken
- **Agreements and Releases**
- FOIA
- **Agency questions**
- School Requirement?
- Court Referrals?

There are some additional sections which an agency can request you to complete. These include: Employment, Education, Volunteer Experiences, References, Service Preferences and Availability.

When a current volunteer signs up for an opportunity with a new agency, the newly required questions will pop up in a message box instead of returning the volunteer to their profile page.



New Profile Questions Required

You are signing up for a new opportunity. Please review the required and non-required fields below.

Questions marked with an asterisk(*) are required.

Library

* Do you have a Fairfax County Public Library Card?

Have you ever volunteered for or been employed by the Fairfax County Public Library?

Yes

No

How did you hear about volunteering specifically for Fairfax County Library?

Library web site

Poster or flier in a library branch

Library volunteer

Library staff member

QUESTIONS – NEED ASSISTANCE

1. Please refer to the FAQ page in eRecruiter
2. If you need further assistance:
 - For opportunity related questions, contact your Volunteer Coordinator
 - For VMS System related questions, contact VMSHelp@fairfaxcounty.gov