DOING THE MOST GOOD



Welcome To Your New Journey!!

To get started, please follow these steps:

1. **Register Online:** Visit **https://volunteer.usawest.org** to create an account, **search zip code 80909** and choose the opportunity you would like to volunteer for and sign the required forms.

2. **Complete Protect The Mission (PTM) Training for your location (See back side for Online Training Steps for the highlighted section):**
    - Create an account at Praesidium Academy
    - Finish the courses and upload it in order to download your certificate(s) to send to me.
    - You can use a smart Phone or Tablet if you do not have a computer.
    - Be prepared to schedule for onboarding as this will take an hour of your time. This is only done at our Yuma Corps.

3. **Upload/Email/hand deliver your Certificates:** Once you have completed your training, upload your certificates to your volunteer account and email me your certificates. If you have trouble emailing your certs, please bring them to me the day you come for your scheduled onboarding.

4. **Onboarding:** We may need to submit a Background check if you are volunteering within the year for more than 40 hrs. Anything less than 40 hrs. a year, we only need to collect your date of birth and your first and last name for checking out our Internal System for any Red Flags. Please bring a non-expired valid ID driver's license, State Id or Passport on your scheduled day for onboarding. There will be paperwork to fill and get your ID badge for our Corps that will have your first name and last initial. This is mandatory for you to wear during your time volunteering.

5. **Availability:** Availability is subject to change. Please be patient, as certain volunteer locations may require additional permission and onboarding schedules may vary.

Use your smart device and scan the QR Code to take you to volunteer.usawest.org.

Jeannette Bernstein

Volunteer Coordinator
P: 719-884-1053
Jeannette.Bernstein@usw.salvationarmy.org
The Salvation Army Colorado Springs
El Paso County
908 Yuma Street
Colorado Springs, CO 80909

PRAESIDIUM ACADEMY

1. Go to: **https://www.praesidiumacademy.com/redeem** or **Scan QR Code to take you →**
2.
3. Enter your name, email and create a password.
4. Use this registration code below to register:
   reg-salvationarmywest-138-intermountaindivision
5. Click "Validate", agree to the terms, then click "Redeem".
6. **Save your login info!!** I will not be able to help recover your account. Only you can through forgot password.
7. Answer the registration questions and click "Save & Continue."
8. CLASSES ARE OFFERED IN ENGLISH & SPANISH.
9. Upload to your volunteer account and send your certificates to Jeannette, the Volunteer Coordinator.
10. **Mandatory Refresher Courses:** You should already have an existing account and will just need to log in and take your refresher course(s) and submit your certificates to Jeannette, the Volunteer Coordinator.

Choose The Correct Location Below To Know What Courses To Take!

The Salvation Army Colorado Springs Corps (TSA) **Location:** **908 Yuma Steet, Colorado Sprins, CO 80909**	
This section is for all Volunteers Including Volunteer Drivers: ***NOT working or driving directly with*** children and/or vulnerable adults.	**1. Policies: Salvation Army Western Territory** **2. Salvation Army Social Media** **3. Meet Sam**
This section is for Yuma Kitchen/Café and any Volunteer Drivers: Will be working/or involved with driving vulnerable adults and children must complete all 7 courses prior to volunteering.	1. Policies: Salvation Army Western Territory 2. Salvation Army Social Media 3. Preventing Bullying 4. Abuse Prevention Refresher 5. Preventing Sexual Activity Between Young Children 6. Meet Sam 7. Preventing Elder Abuse and Neglect **With Permission Only!!**

Family Hope Center (FHC) **Shelter Location:** **709 S. Sierra Madre Street, Colorado Sprins, CO 80903**	
FHC Volunteers: at this location you will be in direct contact with children and/or vulnerable adults.	1. Policies: Salvation Army Western Territory 2. Salvation Army Social Media 3. Preventing Bullying 4. Abuse Prevention Refresher 5. Preventing Sexual Activity Between Young Children 6. Meet Sam 7. Preventing Elder Abuse and Neglect **With Permission Only!!**

THANK YOU FOR YOUR SUPPORT!