



## Wednesday Woodland Corps Service Project Application Instructions

Please follow these steps to submit your Service Project Application for the Wednesday Woodland Corps Introductory Session.

- Sign in to register via our [volunteer landing page](#) and clicking the Blue Box that says “Volunteer Portal”
- From the Volunteer Portal under **Service Project Management** choose “Submit a Service Project Application”

The screenshot shows the Volunteer Portal interface. At the top, there are three summary boxes: "0 Hours", "0 Activities", and "4 Years". Below these is a "Volunteer Portal Menu" bar with a home icon and a dropdown arrow. The main content area is titled "Volunteer Portal Home" and is divided into several sections:

- Event Registration Management (one-time or short-term opportunities)**
  - [Register for an Upcoming Event](#)
  - [View or Cancel Registration for an Upcoming Event](#)
- Service Project Management (on-going or long-term opportunities)** (This section is circled in red in the original image)
  - [Submit a Service Project Application](#)
  - [Record or Update Service Project Activity](#)
  - [View Service Project Registration & Scheduling Information](#)
- Profile Management**
  - [Add Additional Volunteer to my Profile](#)
  - [View or Update Volunteer Profile Information](#)
- Report Management**
  - [View or Print Volunteer Activity History](#)
- Account Management**
  - [Change Password](#)



- Follow the 4 steps on the Application (step 3 is optional)

The screenshot shows a web application interface for volunteer services. At the top, there are three filter boxes: '0 Hours', '0 Activities', and '4 Years'. Below these is a 'Volunteer Portal Menu' bar with a home icon and a dropdown arrow. The main heading is 'Service Project Application'. A blue information box contains the text: 'Please Select One or More Volunteers from the List Below and Specify which Available Service Projects those Volunteers would like to Apply for!'. The first step, 'Step 1: Select a Volunteer Below', is highlighted with a red circle and shows a radio button selected next to 'Rocky D.'. Below this is a search bar with a dropdown arrow and the text 'Search Projects by Location, or Keyword'. The second step, 'Step 2: Select an Available Project Below', is also highlighted with a red circle and shows a section titled 'Highlighted Opportunities'. Under this, a project card for 'Wednesday Woodland Corps Introductory Session' is highlighted with a red circle. The card includes a radio button, the dates 'Apr 6 - Nov 30, 2022', the activity type 'Fieldwork', and a box indicating '14 Needed'. The third step, 'Step 3: Provide an Additional Note (Optional)', is highlighted with a red circle and shows a large empty text area. The fourth step, 'Step 4: Submit Service Project Application', is highlighted with a red circle and shows a button with a green checkmark. At the bottom left, there is a '< Portal Home' button.



- Once you submit the Application please complete the following form and click “Continue” to submit the form and get an Application Submission Confirmation

Prospect Park Alliance

Console Navigation: ▾

Register Rocky Delgado for Wednesday Woodland Corps Introductory Session

Are you able to bend, kneel, dig, and lift 15 pounds for an extended period of time?\*

Are you comfortable working on slopes? :\*

Do you have basic non-native and native tree species identification skills? Where and when did you learn and practice these skills?\*

What aspects of this volunteer position are the most exciting for you?\*

Continue Cancel