Volunteer Database Help

Getting started in the new database for volunteers who volunteered prior to July 2020:

There is a two-step process to transfer your records from the old database to the new. The first step walks you through the new application so you can update any information and digitally sign off on our policy documents.

Access that process here: <u>https://www.dcr.virginia.gov/state-parks/volunteer-form</u> Select **Existing Application**

You should have received an email from us with your username and password. If you did not but remember your username for the old system, that is what we used. The temporary password has been set the same as your username. You can change that after you login. If you don't remember, contact us at <u>vastateparks@dcr.virginia.gov</u> Complete the math problem and click Login.

At the end of that review, if you do not have a current background check on file (they expire every two years) you will receive instructions to submit the form to us to request one. Once your background check is completed and entered into the system, or if you have a current background check on file with us, you can access the new database here:

<u>http://vasp.fun/volunteerlogin</u> (Don't worry if this looks different than the one you were sent in the email, it takes you to the same place. You can bookmark this in your browser).

Remember, you will not be able to access this unless you had a current background check or you have received the email stating your background check information has been entered into the system (Welcome to the State Park Family email).

Use the same username and password to login (unless you changed your password when you went through the application process).

New Volunteers:

Complete our volunteer application here: <u>https://www.dcr.virginia.gov/state-parks/volunteer-form</u>

Send in your background check request form as directed. You will receive an email from us when you can log into the system. You will also be contacted by the volunteer coordinator for the park you signed up for. You will choose a username and password as part of the application process. Use that with the web address in your email.

Problems Logging Into the Database:

If you use the link provided in the email or this one http://vasp.fun/volunteerlogin

Your username, password and math problem should get you signed in. If you exit the system and log in again, you may have trouble. If you see **YODA Login** at the top, YODA is our DCR collection of databases for a variety of uses. There is a special login for our volunteers and camp hosts separate from our staff. If you exit those systems you

get the login screen for all of the YODA users. No worries, you can still get where you need to be.

http://vasp.fun/volunteerlogin takes you to this login screen



If you exit, you may see this screen instead:



Enter Volunteer Hours, Check Total Hours, Update Personal Information

Watch this short video: https://youtu.be/uJVde266_IA

Still need help? Email vastateparks@dcr.virginia.gov