



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
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# Volunteer Tutor

## How to apply:

1. Go to <https://saymccacamp.campmanagement.com/apply>

### 2. Set-up a Profile

This is an online application through our **campsite** system. It will be completed and submitted completely online. You will need to create a profile in order to proceed with the volunteer application. To apply, you will need an active email address that you regularly check. This will be the email address you create your application with. You can log in and out of your account while you complete the application.

The screenshot shows a web form for creating a profile. At the top, it says 'STANTON AUGUSTA FAMILY YMCA, 708 N. COALTER ST., STAUNTON, VA (540) 885-8089'. Below that is the 'the Y' logo. The form fields include: First name, Last name, E-mail address, Select a password, and Confirm password. To the right of the password fields, there are 'Password requirements' listed: All least 8 characters long, 1 uppercase letter, 1 lowercase letter, and 1 number. Below the password fields is a reCAPTCHA section with the text 'Please confirm that you're not a robot.' and a checkbox labeled 'I'm not a robot'. At the bottom right of the form is a 'Begin application' button.

### 3. Select "Begin application" at the bottom of the page

You will need a current photo of yourself to apply. A few notes on the application:

1. Select Tutoring Volunteer from the drop down.
2. Your date of birth must be entered in MM-DD-YYYY
3. References must be complete with an email address. This allows them to complete online.
4. Under the general question section: Enter N/A for open ended questions to move forward to specific questions regarding tutoring.
5. Complete all position specific questions.



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## After you submit your application:

**1. Background Check:** A background check will be run. This process can take up to 7 business days.

### 2. References

All volunteer tutors are required to have 2 completed references. Please follow up with your references to ensure they complete the online reference form that will be emailed to them.

### 3. Complete "Praesidium Academy" Training

You will receive an invitation from **Praesidium Academy**, our online training portal where you can complete our required child protection training modules.

The modules you need to complete:

- Keeping Your YMCA Safe
- Social Media Safety
- Preventing Bullying
- Duty to Report (Mandated Reporter)
- Preventing Sexual Activity between Adolescents



### 4. Orientation

You will be complete a brief Volunteer Tutoring Orientation.

### 5. Shadowing

If tutors would like to shadow a session or two in order to become more comfortable with the process, shadowing opportunities will be available.

**WELCOME ABOARD! We are excited to have you as a part of the tutoring team.**

**Thank you for your willingness to impact the lives of students.**