**Tiger Academy Parent Volunteer Instructions**

Become a volunteer in three easy steps!

1. **Complete online volunteer application**

To access the online volunteer application please go to:

* [www.ymcatigeracademy.org](http://www.ymcatigeracademy.org)
* Click on “Parents”
* Click on “Volunteer Opportunities”

**2. Complete redwoods online training**

* To be cleared to volunteer, along with your online application, the process includes additional requirements including Social Security, FDLE, LiveScan, Affidavit of Good Moral Character and Background checks.
* Two (2) mandatory online training courses located on the Redwoods training website.
  + To complete these trainings, please go to the following website and follow the instructions below:
  + [WWW.Firstnetcampus.com/YMCA](http://WWW.Firstnetcampus.com/YMCA)
* Click on “I Am a New User,” or if you are returning, log in to your account.
* Enter **Florida** and choose **YMCA of Florida’s First Coast – School Age Services**
* Enter the access code that corresponds with your location:  **School Age Services: 011217**
* Create your account and be sure to write down your username and password.
* Once inside the Redwoods website, you will click on Youth Programs.
* On the left side of the website, you will see a list of courses. Complete the **Child Sexual Abuse Prevention** and **Social Media and Technology trainings**.
* When you have successfully completed these courses, please print the two (2) certificates and return them with your volunteer application to the YMCA.

The quiz at the end can be taken multiple times until there is a passing score. The certificates can be re-printed at a later time if there is not a printer available. You can do this by clicking on the **Student Center Tab** at the top of the home screen.

Below are instructions on how to print your Redwoods Training Certificates:

* Go to <http://firstnetcampus.com/Redwoods/entities/YMCA/logon.htm>
* Log in to your account
* Click the “Student Center” tab at the top left of the screen
* Click the “Print course certificates” option (third down in the list)
* Select the course certificate you would like to print
* Click the “View Certificate” button
* Then print the certificate that opens in the next page

**3. You will receive an email regarding your application once your application has been processed**

\*\*Please remember to sign in and out using the Volunteer Book in the front office.

* Applicants must be at least 18 years of age.
* If you don’t have access to a computer, you may be allowed to use a computer at Tiger Academy. A social security number is required to apply. All required information must be entered in order for the application to be submitted.

Thank you for partnering with the Y, where we have a commitment to fulfill our **Social Responsibility** to keep all children safe.

\*All volunteers must complete both required trainings in order for applications to be completely processed.