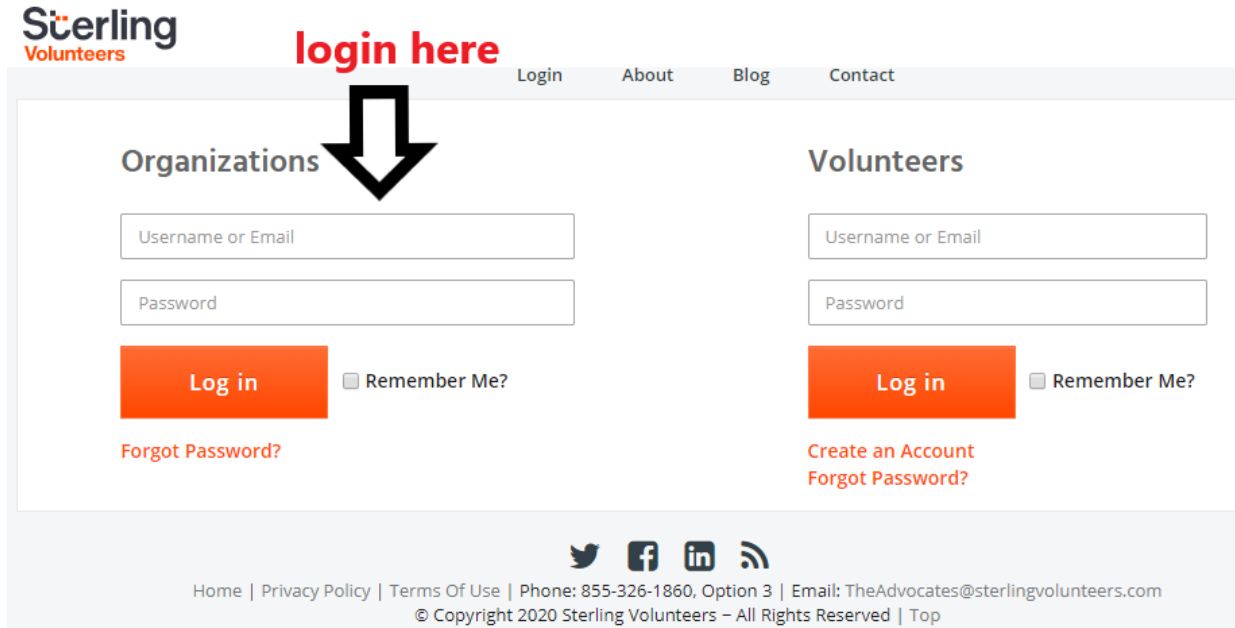


Once the DRC has your email address, you will receive an email from Sterling Volunteers with your username followed by a separate email with your password.

Step 1: Login into your church account

Step 2: Click the “Sterling Volunteers application” link next to your username to login under “organizations” with the username and password given to you in the two emails.



Step 3: Accept the terms and conditions and you’re now ready to send email invitations to your volunteers.

Welcome! Before Getting Started...

Thank you for joining the Sterling Volunteers community. Just a few things before you get started...

1. Download the Volunteer Perspective – Industry Insights 2019 Report

Click [here](#) to get insights from 7000+ volunteers on important topics facing nonprofits.

2. Choose your preferences for receiving email communications

Click [here](#) to let us know what types of emails you’d like to receive

3. Review our Privacy Policy and Terms of Use

Keeping sensitive information safe and secure is very important to us. Please take a moment to review our [Privacy Policy](#) and [Terms of Use](#).

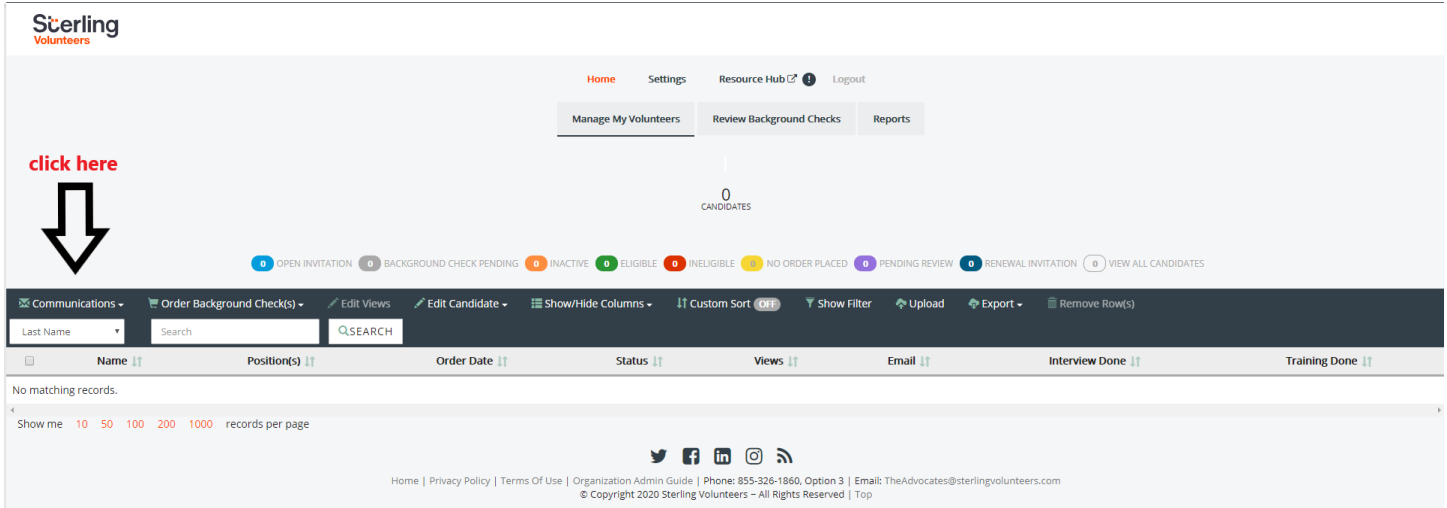
I have reviewed the [Privacy Policy](#) and [Terms of Use](#) posted on this site.

Submit

Once you have logged in and can view your church dashboard you can send email invitations to your volunteers.

Step 1: Login into your church account to view your dashboard.

Step 2: Click “Communications” and select “Send invitation”



Step 3: In the pop up box select the only option for “Invitation” “Crim+Reference Package-Volunteer Pays All” and fill in the rest of the Candidate Information and email message. Add candidate if you want to send multiple emails at once. Click “Send Invitations.”

Send Invitations

Invitation

Crim + Reference Package - Volunteer Pays All

Enter Candidates

1) Candidate Information

First Name* Last Name* Email Address*

Confirm below Interview Done Training Done

Select a View

Add Candidate

Preface Standard Email with your message (Optional)

CC entered email address

BCC entered email address

Enter message to send to candidates

Enter message to send to candidates

Attachments

Cancel **Send Invitations**