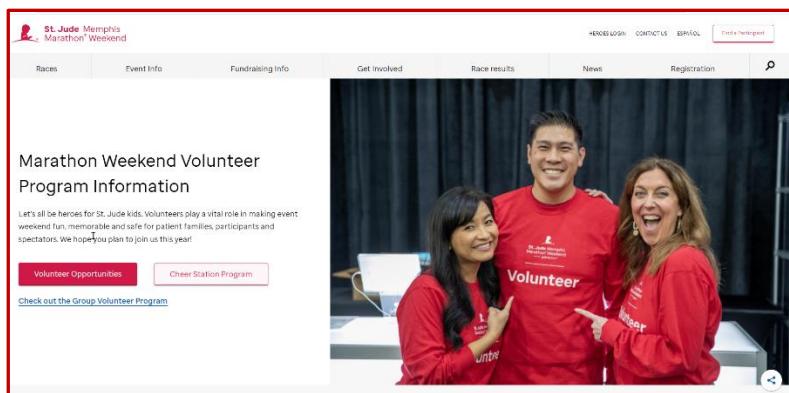




Signing Up a Minor to Volunteer

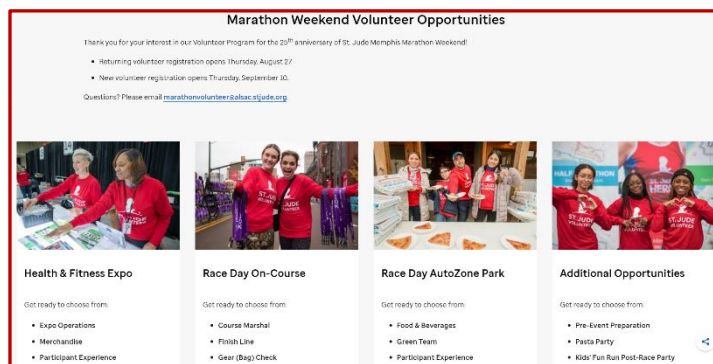
Please use this guide to sign up your child to volunteer for St. Jude Memphis Marathon Weekend

1. Click the **Volunteer Opportunities** button on St. Jude Memphis Marathon Weekend Volunteer Program landing page (stjude.org/marathonvolunteer)

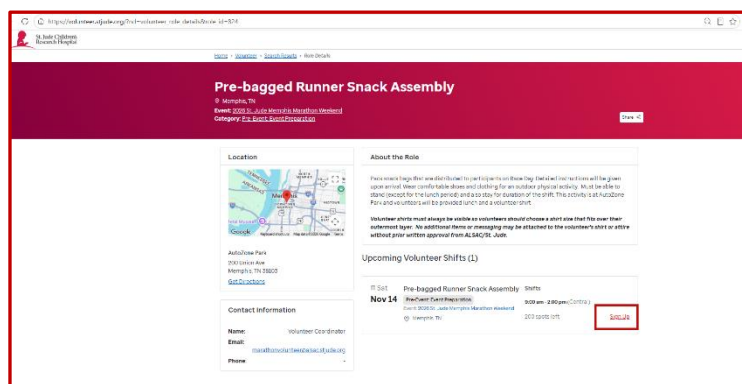


2. Select the Category to search for the desired role

Note: For this guide, we're using the Pre-Event Preparation Category; selecting the Pre-bagged Runner Snack Assembly Role as an example.

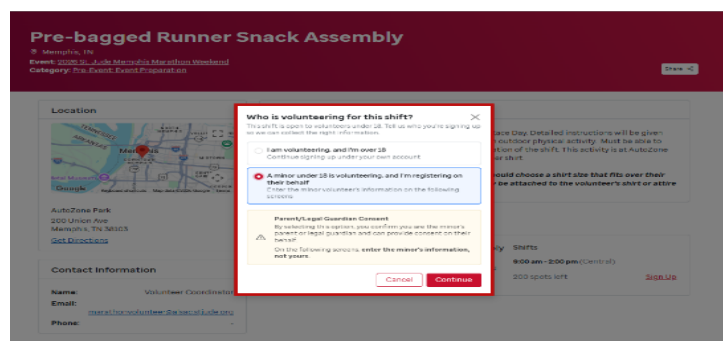


3. The selected Role displays with:
 - a. Location
 - b. Contact information
 - c. Role detail
 - d. Date/Time for each shift



4. Identify the shift and click the **Sign up** button

5. A pop-up box displays asking if you are signing up for yourself or a minor
6. Click the **Radio Button** to sign up a minor



7. When you select **registering a minor** option, the dialog box confirms you are the parent or legal guardian and can provide consent on their behalf.
8. It also confirms all information required to sign up the minor for the role/shift is theirs, and not the parent/legal guardian

Note: Registering a Minor requires a separate email address than the adult.

Parent/Legal Guardian Consent

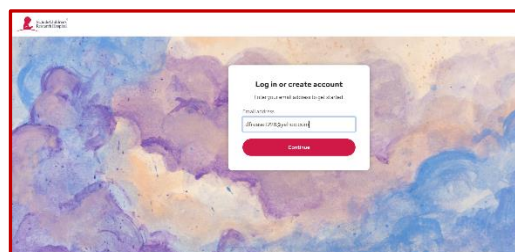
By selecting this option, you confirm you are the minor's parent or legal guardian and can provide consent on their behalf.

On the following screens, **enter the minor's information, not yours.**

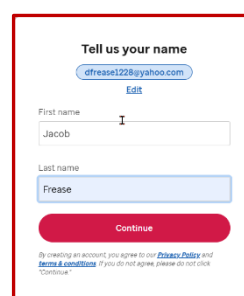
9. Click the **Continue** button to continue the registration process

Continue

10. The Volunteer Portal will display the Log-in screen
11. Type the minor's **Email Address**
12. Click **Continue**

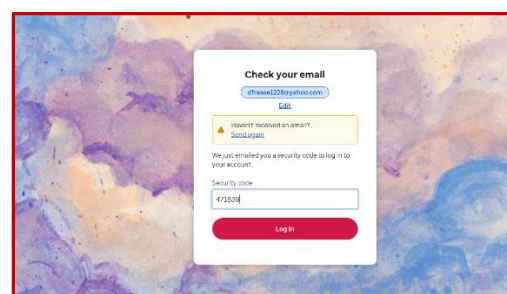


13. A new screen displays requesting the First and Last Name
14. Type the minor's **First and Last Name**
15. Click **Continue**



16. An email is sent to the minor's email address displaying a 6-digit security code
17. Enter the **6-digit code** into the new screen

Note: A caution message displays if there is a delay in entering the 6-digit code.





St. Jude Memphis Marathon Weekend

Presented by **juiceplus+**

Signing Up a Minor to Volunteer

Please use this guide to sign up your child to volunteer for St. Jude Memphis Marathon Weekend

18. The **Volunteer Registration** form displays
19. Enter the minor's **birth month, day, year**
20. Based on the birth year, an additional field displays for the parent/legal guardian to enter additional information
21. Complete all required fields

22. Confirm you have agreed to the **St. Jude Minor Volunteer Terms & Conditions**
23. Select the **blue hyperlink** to view and download a copy
24. Click the **Register as a Volunteer** button to update and continue

25. You are returned to the selected role
26. A **Green Banner** displays at the top of the screen confirming the minor has been successfully signed up for the selected role and shift

Thank you and welcome to our Volunteer Team!

Questions? Please email marathonvolunteer@alsac.stjude.org