



# How to Sign Up as A Volunteer At a Local Event

Follow these steps to volunteer at a local event.

STEP  
1

## Select a Volunteer Role

Identify the role(s) that best meets your interest, experience, or your willingness to try something new. Many volunteer roles do not require previous experience. A list of common volunteer positions is available in the [Volunteer Roles Overview](#) guide.

STEP  
2

## Find a Local Event

Go to [www.RobotEvents.com](http://www.RobotEvents.com) to find an event near you. Use the following methods:

- Use the [Map Search](#) tab at the top and allow the website to use your location. The **Competitions & Teams Map** filter in the upper left narrows your search: click the **Filter** button and choose selections. Click an icon on the map to display the event dialog box, and click the **Go To Event** button.
- Or use the **Robot Competitions** tab at the top to select a specific program from the drop down, and search events in list format. Click on the event name to display the event details.

STEP  
3

## Contact the Event Partner to Sign Up

When you find an event that best fits your location and availability, the Primary Contact will be listed under the **General Info** tab once you click on the event. Many events will have a Primary and Secondary Contact, or may have a Volunteer Coordinator contact. Also, click on the **Volunteer** tab to find volunteer information specific to this event. Call or email the contacts listed to sign up, and if you have experience and preferences regarding volunteer roles, be sure to let them know.

STEP  
4

## Prepare for Your Volunteer Role

Once you have confirmed your volunteer position assignment with the Event Partner or Volunteer Coordinator, **carefully review the role guide document and training materials** prior to your scheduled event. Guide documents along with other resources and training materials can be found on the [Volunteer Resources](#) page.

STEP  
5

## Bring your Signed Consent Form and Arrive Early

Print and sign the [Participant Consent Form \(Spanish Version\)](#). Arrive early enough to check in and attend any on-site training required.

Still have questions? Contact the Event Partner or Volunteer Coordinator listed for your specific event in RobotEvents.com.

**THANK YOU** for volunteering your time and energy  
to help make this event a success!