

OHCC Volunteer Software

Background:

OHCC has always been a volunteer-driven club, whose collective work helps keep our grounds beautiful and safe for all members. However, one of the major challenges we, the Executive, have faced over the past many years has been organizing volunteering to ensure all regular tasks are completed, new projects are finished, and volunteer hours recorded properly. As our membership grows, we also want to make sure we can allow new members the opportunity to work on projects and show off their skills! Our solution is to pilot a volunteer software called *Better Impact*. *Better Impact* is used by other sailing clubs, and non-profits in the city, and we feel it is the best platform to achieve our goals.

All members are required to perform **8 hours of volunteering** each year or pay \$200. *Better Impact* will ensure we can track volunteer hours, or bill members appropriately. The software also makes it easy for members to see what jobs need to be done, and special projects the club has undertaken they can contribute to. We know many of our members have useful and specific skills and we, the Executive, want to make sure everyone has the opportunity to contribute. The software is free for members to use.

Here's how this will work:

We will be sending you an email with your login user ID and password for the system. *Please note*, when you log in for the first time you will have to create a new password for security purposes. Unfortunately, you will have to keep the username assigned to you. Don't worry, we'll still use your real name at the club unless you insist otherwise.

You can access the software in two different ways;

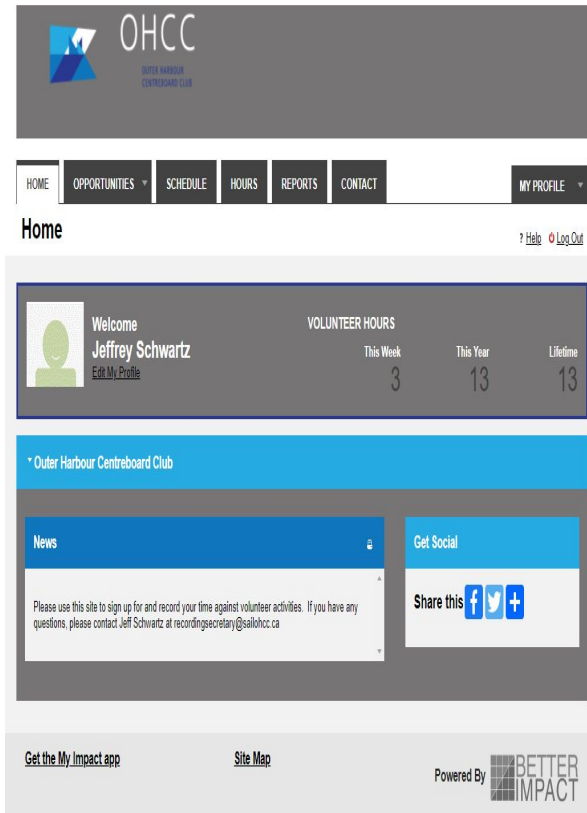
- 1) Logging into the member portal at <https://app.betterimpact.com/Login> and entering the user name and password provided to you;
- 2) Download the "My Impact" app from your App Store - Google Play Store or the Apple App Store. "My Impact" is compatible with android phones/tablets, and all Apple devices.
 - a. Log in using the user ID and password we provided to you
 - b. The App has a convenient "Punch Clock" feature you can use to record the time you work on any activity.

Please note, you can have the App installed on your devices AND use the browser portal.

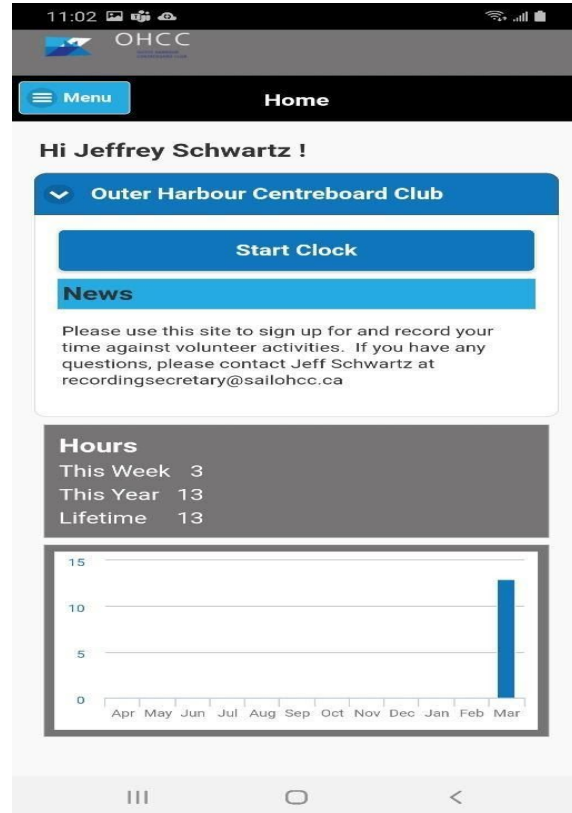
First Time Log-in:

When logging into the web site or the App this is what you will see:

Browser



App



Volunteering Through *Better Impact*:

For those of you that are used to doing the same tasks each year, we have set them up and have assigned you to the task. When you log in, please go to the “Schedule” tab and verify that you have been assigned correctly. If you think you have been assigned the wrong task, please go to the “Opportunities” tab and sign up for the appropriate activity. If you don’t see the task you would normally do, please contact Jeff Schwartz at recordingsecretary@sailohcc.ca and he’ll set the task up and assign you to it.

For those of you that do not work on a specific task, don’t fret as there’s always lots to do! Please go to the “Opportunities” tab and sign up for any activities you’re interested in. Some of the activities, such as Docks-In or Race Committee have specific dates and times while others, such as cutting the grass, can be done at a time that works best for you. The time requirements are clearly indicated in the task details.

Watch a How to Video [here](#)

Recording Time:

As you work on activities, you have a few options to record your hours:

Browser:

- 1) Log in to the portal through the web site
- 2) Click the “Hours” tab
- 3) Record hours, and date

“My Impact” App:

- 1) Go to “Punch Clock”
- 2) Use the “Hours”
 - a) Ensure the date is correct

Watch a How to Video [here](#)

If you have any questions on how to use the program, please contact Jeff Schwartz at recordingsecretary@sailohcc.ca