

1. FIND A VOLUNTEER OPPORTUNITY IN YOUR REGION

Volunteer opportunities are available throughout the state all year long. Click your region below to see current opportunities:

- [Volunteer Opportunities – Northwest Region](#)
- [Volunteer Opportunities – Northeast Region](#)
- [Volunteer Opportunities – Central Region](#)
- [Volunteer Opportunities – West Region](#)
- [Volunteer Opportunities – South Region](#)

2. EMAIL US TO RESERVE SPACES FOR YOUR GROUP

Once you find a volunteer opportunity your group would like to attend, email **Volunteer@sofl.org** with the information below.

- Group Leader Name
- Group Leader Phone Number
- Group Leader Email Address
- Civic Group Name, Number, and Location (Example: Knights of Columbus 2120 – Winter Garden)
- Name of the Volunteer Opportunity
- Date and Location of the Opportunity (Example: Athletics – Saturday, March 13)
- Number of spaces you would like to reserve

You may request multiple opportunities in the same email.

If you need additional spaces later, we can add them **if available**.

3. WATCH FOR OUR RESPONSE EMAIL

You will receive an email with a group-specific registration link. **Forward the email to each individual in your group so they can register themselves.**

If anyone has trouble registering, they can email Volunteer@sofl.org of the event organizer for help. The event organizer's information is included on the bottom of each volunteer posting.

4. VOLUNTEERS RECEIVE THEIR OWN CONFIRMATION EMAIL

Every volunteer who registers will receive a confirmation email. They should check their spam folder if they do not see it.

5. FINAL EVENT INFORMATION ARRIVES ONE WEEK BEFORE

One week before the opportunity, volunteers will receive details including parking, check-in, attire, and arrival times.

SAMPLE EMAIL TO REQUEST GROUP SPACES

Subject: Civic Group Volunteer Opportunity Request

Hello,

I would like to request volunteer spaces for my Civic group.

Group Leader Name:

Phone Number:

Email Address:

Civic Group Name, Number, and Location:

(Example: Knights of Columbus 2120 – Winter Garden)

Volunteer Opportunity Name:

Date & Location:

Number of Spaces Requested:

If available, we would also like to request spaces for the following additional opportunities:

(If applicable, list them here.)

Thank you!

[Your Name]