



[\(For a video tutorial, click here\)](#)

Steps to Login/Sign Up for Galaxy Digital Volunteer Portal

1. Visit <https://schuylkillriver.galaxydigital.com/>
2. Select the “Sign Up” button or the “Login” button at the top of the page.
 - a. If you have never volunteered with SRG then you will have to “**Sign Up.**” You’ll have to enter some basic information (name, email, phone number, address, etc). You only have to do this ONCE, then you’ll just login with an email & password.
 - b. If you’ve volunteered for SRG before March 2021, then you are likely already in the system. All current volunteers at that time were imported. You’ll just need to select the “**Login**” button. If you don’t know your password then can select “**Forgot your password?**” text to reset it or you can email Miica Patterson (mpatterson@schuylkillriver.org) to reset it for you.
3. *Please note emails from Galaxy Digital come from the address no-reply@galaxydigital.com and may end up in your spam/promotions folder.*

Steps to Respond to a Volunteer Opportunity in Galaxy Digital

1. Once you sign up or login, then you can respond to volunteer opportunities on the site. Select “Opportunities” from the menu on the left-hand side of the page. You’ll see a list of all active volunteer needs.

- a.** To view only the Ride for the River volunteer opportunities, visit https://schuylkillriver.galaxydigital.com/need/index?agency_id=120674.
- 2.** Select **“View Details”** to learn more about a volunteer opportunity.
- 3.** Select the **“Sign Up”** button to sign up as an individual.
- 4.** Complete the **SRG Waiver Form** electronically.
 - a.** If it’s your first time completing the form on Galaxy Digital then you’ll have to type in your name, birthdate, and signature. After your first time doing this, you’ll only need to do a checkmark for waivers.
 - b.** You may need to select the **“Sign Up”** button again, now that you’ve completed the waiver since it’s a condition of being able to volunteer for an opportunity.
- 5.** To finish signing up for an opportunity, fill out any needed information in the **“Opportunity Response”** section. Usually there’s nothing you need to fill out for this section but there are some additional questions for Ride for the River volunteers.
 - a.** Ride for the River volunteers should select their T-shirt size.
 - b.** Road Crossing volunteers for the ride should select if they have a preference of where they’re assigned along the route.
- 6.** Then select the **“Submit Opportunity Response”** button.
- 7. YOU’RE ALL DONE!** You’ll receive updates about the volunteer opportunity in your email.