



VOLUNTEER UPDATE

Soul Cafe Volunteer Rostering using



SOUL CAFE'S NEW VOLUNTEER ROSTERING SOFTWARE: DEPUTY

As a volunteer of Soul Cafe, you may be aware of challenges we have had with our current roster software. Thanks to the great support of the community at the 'Sleepout at Soul' we can upgrade to a new mobile app-based program called 'Deputy'.

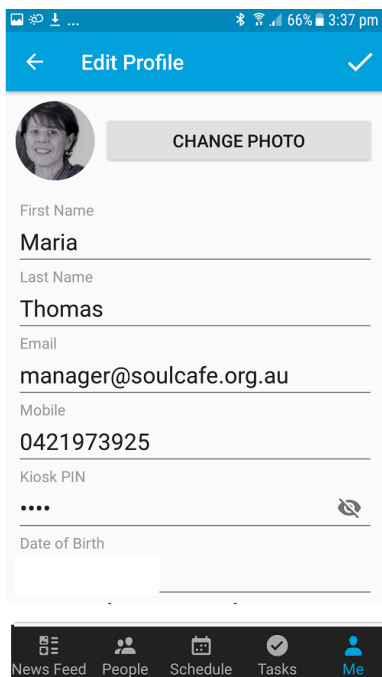
One of the advantages of 'Deputy' is that you can access your roster from your phone and notify us when you are unavailable thus making chasing around with txts, calls or emails unnecessary.

It may take a little while for us all to get familiar using a new thing, but our hope is that it makes communication with our volunteers easier for all.

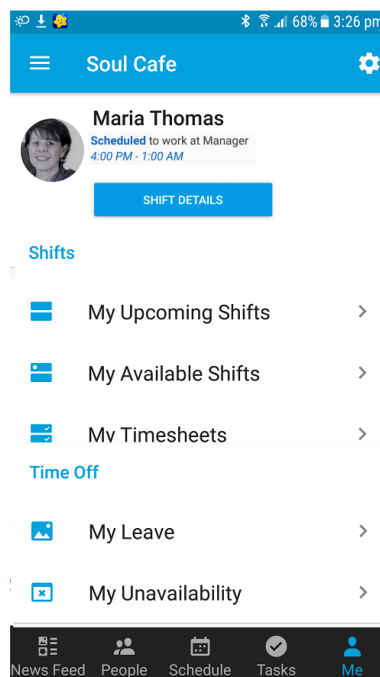
GETTING STARTED WITH DEPUTY

You'll get an email invitation from Deputy and all you need to do is click to accept the invitation and go to Deputy. Once you have accepted the invite, you'll get another email with your password. Don't delete this email, it might come in handy in future. After you have accepted your invite, find the Deputy App on your Apple or android store (or tap the option for you to take you to it). You'll easily figure it out how to use the app.

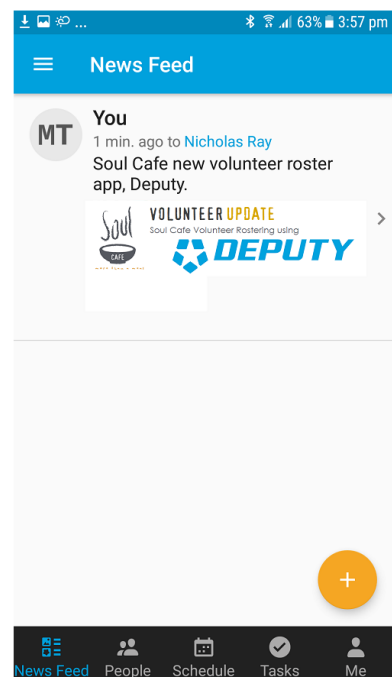
- Your 'Me' screen shows you all upcoming shifts.
- You can also put in the dates that you are unavailable to be rostered.
- You can add / update your profile details at any time.
- Notifications and keep up with the latest through the 'Newsfeed'



update your details



check your shifts & notify unavailability



notifications & all the latest from Soul..

If you have any difficulty loading up or using 'Deputy' give Nick a call 4926 1758 or email admin@soulcafe.org.au