

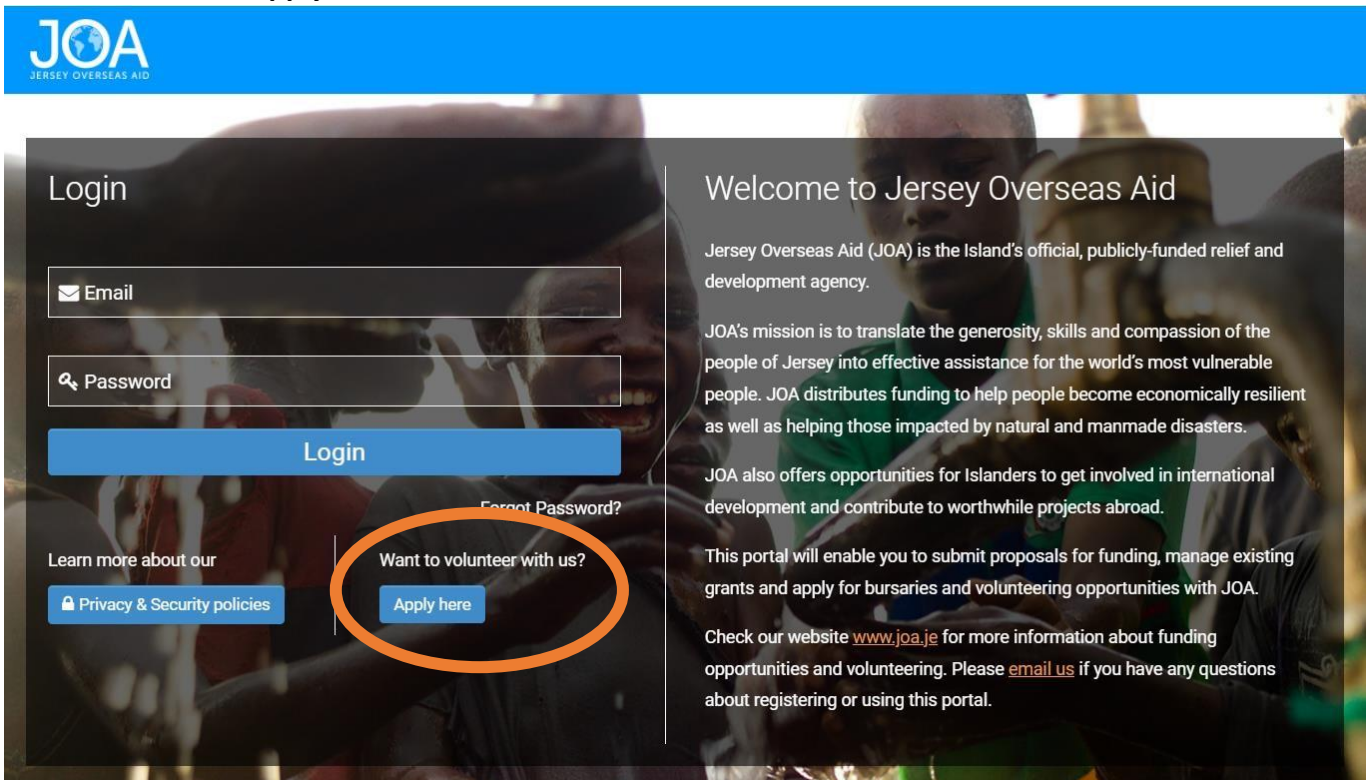
## STEP 1: Registration

Please visit:

[joa.smartsimpleuk.com](http://joa.smartsimpleuk.com)

If you already have a username and password, please login and skip to step 2.

Please click on the **Apply here** button



The screenshot shows the JOA website interface. On the left, there is a 'Login' section with input fields for 'Email' and 'Password', a 'Login' button, and a 'Forgot Password?' link. Below the login section are links for 'Learn more about our Privacy & Security policies' and 'Want to volunteer with us? Apply here'. The 'Apply here' button is circled in orange. On the right, there is a 'Welcome to Jersey Overseas Aid' section with text describing JOA's mission and opportunities for volunteers.

PLEASE NOTE: You must be over 18 and a Jersey Resident to apply.

Please complete the contact information on the registration form. Once this is submitted you will receive a registration email containing your username and temporary password to access our Smartsimple system ready to apply for a volunteer project.

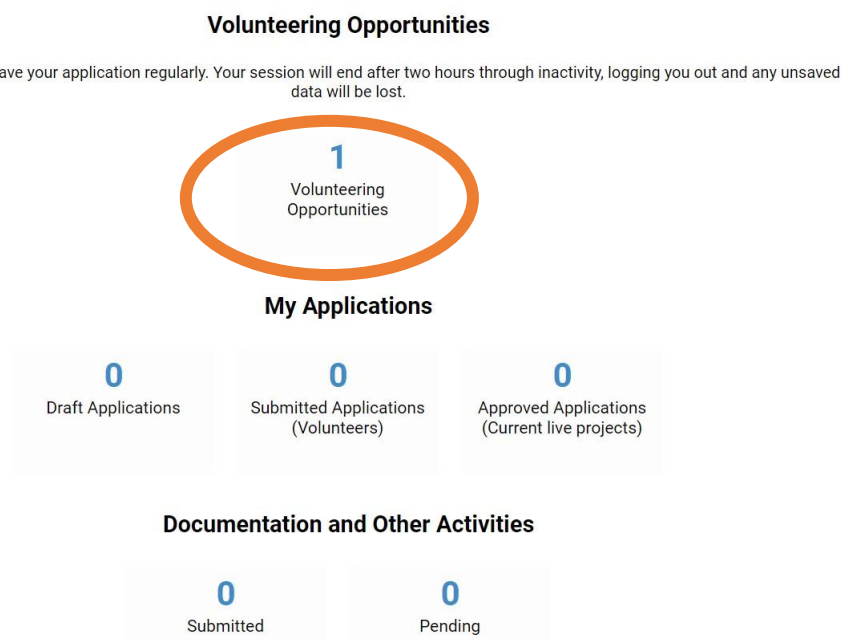
**Please note**, it may take up to five minutes for the username and password to be sent to your email address. Please check your junk/spam folders if your registration email does not appear directly into your inbox.

## STEP 2: Apply for a volunteer project

You should now have a username and password to login to SmartSimple (<https://joa.smartsimpleuk.com/>).

For security reasons, you may be asked for a verification code the first time you login. The verification code will be automatically sent to your email address.

Once you have logged into the system, you will be directed to your dashboard.



Select **volunteering opportunities** and then click the 'Apply now' tab. Select the volunteer project you wish to apply for and fill out all the information requested on each of the three tabs and submit.

**JOA**  
JERSEY OVERSEAS AID

### New Application

APPLICATION PERSONAL INFORMATION INFORMATION SHARING STATEMENT

Description of Project

Please select which project you want to apply for.

After submitting your application you will see the notification:

Successfully Submitted

Your application has been submitted, you should receive an email shortly. Thank you.

The deadline for applications is the ...<sup>th</sup> October 2024. Interviews will be held throughout January.

Jersey Overseas Aid Commission, Town Hall, 50 York Street, St Helier, JE4 8PA

Tel: 01534 446901

[www.joa.je](http://www.joa.je)