

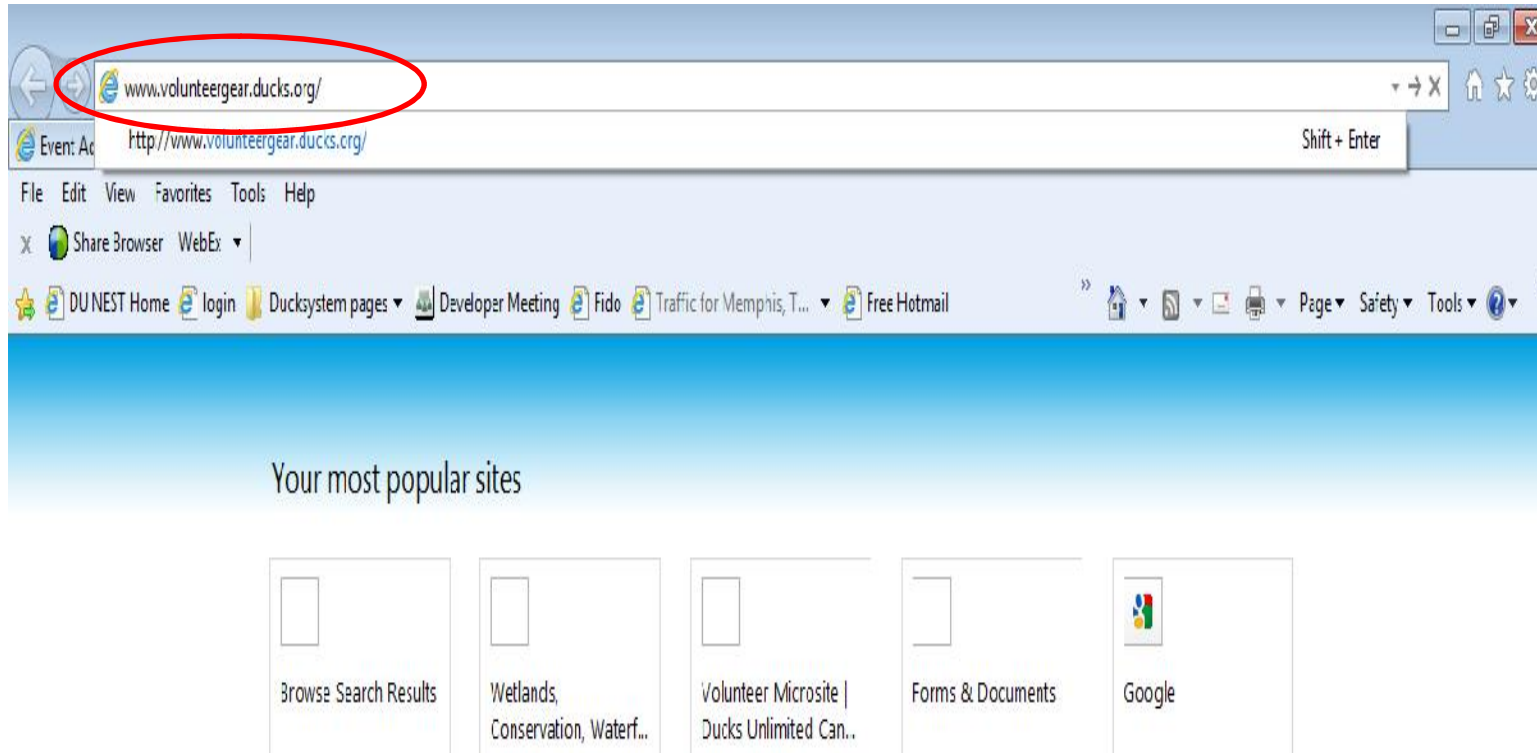


# Registering for Ducks Unlimited Volunteer Resource Site

First Time Volunteer Access to Resource Site

To establish a Volunteer Password, start by accessing the Volunteer Resource Site.

Type in or copy and paste [www.volunteergear.ducks.org](http://www.volunteergear.ducks.org) into the URL address.



To set your ID and password refer to the section **Registering for the first time**. Click Register Now to start the password set process.

## Ducks Unlimited VolunteerGear

Tools & Resources for DU Volunteers

SIGN IN

PRINT

AAA

Like 0

+1 0

Share 5

**Thank you** for being a Ducks volunteer! Whether you help organize an event or manage a Sealed Bid Auction, we have all the tools, tips and information you need—right here online.

When you log in, use your membership ID number as the username, removing any leading zeros. *Please note: A recent update to our system limits your password 8 characters. If you have an existing password longer than 8 characters, use only the first 8 characters of that same password to log in.*

Just login to start!

LOGIN ▶

- Registering for the first time?
  - [Register now](#)
  - [Download the first-time registrants' manual \(PDF\)](#)
- [Click here](#) to reset your password.
- Having trouble registering? Call 1-800-45-DUCKS (38257)

For questions, comments or issues, please contact us at [volunteergear@ducks.org](mailto:volunteergear@ducks.org).

To follow steps on how to register (create a password), click Download the first-time registrant's manual (PDF).

The screen will transition to the Volunteer Password site. As part of the clearance confirmation, **all** cells on the Volunteer Password screen *must* be completed to advance further.

If you are unsure of your member number, refer to the next page or download the DU Membership app on [ducks.org](http://ducks.org).



The screenshot shows the 'Volunteer Registration' form on the Ducks Unlimited website. The header features the Ducks Unlimited logo and the tagline 'CONSERVATION IS OUR BUSINESS'. The form fields are as follows:

- Member No:  (This will be your **User name**/Logon ID)
- First Name:
- Last Name:
- Home/Bus/Cell No:  (10 digits, no dashes)
- What State is your Chapter in?:
- What Chapter do you volunteer for?:  [none available]
- Initials of your Regional Director?:
- E-Mail Address:
- Confirm E Mail:  dui5005
- Enter Password:  .....
- Repeat Password:
- 

\*Note: This screen will appear if you click the reset password link on the Volunteer Online Management screen.

## ID Number on Magazine

#BXNMMSF \*\*\*\*\*CAR-RT LOT\*\*C-046  
# 073795408 #



DU Volunteer

1 WATERFOWL WAY  
MEMPHIS TN 38120-2350

P0040

The Member ID number is located on the address label of your magazine, your membership card or through the DU Member App. When using the ID number from the magazine for Volunteergear to create or reset the password or to login, **do not** use the leading zero(s) or the last digit on the address label. In this example the user would use 7379540 as the ID and Username for Volunteergear. The leading zero(s) may also show on the membership card or the DU Member App. The leading zero(s) are not needed for volunteergear.

Once you have obtained the information you need, you may close the instructions manual or leave open for reference and continue entering your information.

Enter the Member Number, First Name, Last Name, and Phone Number. Choose the state and chapter you volunteer for in the appropriate drop down selections. Enter the initials of your Regional Director. Enter in your email address in both email fields and type in the password you want to use. Passwords are 5 to 8 characters. Click **Save** to continue.



The screenshot shows the 'Volunteer Registration' form for Ducks Unlimited. At the top, there is a logo of a duck and the text 'DUCKS UNLIMITED CONSERVATION IS OUR BUSINESS'. The form fields are as follows:

- Member No: [ ] (This will be your **User name**/Logon ID)
- First Name: [ ]
- Last Name: [ ]
- Home/Bus/Cell No: [ ] (10 digits, no dashes)
- What State is your Chapter in?: [ ]
- What Chapter do you volunteer for?: [none available]
- Initials of your Regional Director?: [ ]
- E-Mail Address: [ ]
- Confirm E-Mail: [dui5005]
- Enter Password: [.....]
- Repeat Password: [ ]
- [Save]

**Note:** You must have an active volunteer record in Ducksystem for clearance to be confirmed. In addition, that record must match with the Chapter information being selected.

Upon successful creation of your password, the screen will confirm:  
“UserID & Password added successfully.”

Proceed by entering your User ID and Password and clicking [Logon on to Volunteer Website](#).



Upon gaining access to the system for the first time, the System Use Agreement will need to be read in it's entirety and the appropriate box checked before advancement is allowed. Once completed, click on the Save button.

**DUCKS UNLIMITED** CONSERVATION IS OUR BUSINESS

Event Resources | Recruiting | Second Events | SBA | Public Policy | DuckSystem | Conservation | Manuals

SEARCH

### Volunteer System Use Agreement

#### Agreement Terms and Conditions

In consideration for my access to the Ducks Unlimited Information System ("System"), I agree to the following terms and conditions for my use of the System.

1. I acknowledge and agree that my user name and password are confidential information of Ducks Unlimited. I agree that I will maintain their confidentiality, not provide them to anyone and that they will be used only by me.
2. I recognize that any and all information obtained through my access to the System is owned solely by Ducks Unlimited and is proprietary and confidential information of Ducks Unlimited. I agree that I will not make public, share, give, distribute, provide, sell, rent, or make available this information to any organization, company or person for any use outside appropriate usages within Ducks Unlimited Policy.
3. I recognize that the material and information made available to me through my access to and use of the System are intended only for my use as a volunteer leader of Ducks Unlimited for bona fide Ducks Unlimited activities. I commit to use any and all information obtained through this access for the benefit and support of Ducks Unlimited only.
4. I agree to comply with any and all policies and procedures set forth for my use of the System.
5. I acknowledge that any misuse or abuse of the System or any information obtained may lead to loss of System access, removal from my position as a volunteer leader of Ducks Unlimited and potential civil and/or criminal liability.

I Agree to the Terms and Conditions

**Save**



# Congratulations!!

You now have access to the volunteer management system (Volunteergear). For additional manuals to navigate the resource site, click Help to access the Manuals and Training page.

The screenshot shows the Volunteergear website interface. At the top is a dark green navigation bar with buttons for Home, My Events, My Reports, State Websites, Sealed Bid Auction, and Help. The Help button is open, showing a dropdown menu with 'Manuals and Training'. Below the navigation bar, the main content area has a 'Home' breadcrumb. The main heading is 'Welcome to Volunteergear' with an 'Edit item' button. The text below reads: 'Welcome to the Ducks Unlimited volunteer resource website. This site was created to assist our valued volunteers in fulfilling their mission of raising the needed funds for our wetland conservation goals. Thank you for your time and dedication!' and 'For questions, comments or issues, please contact us at [volunteergear@ducks.org](mailto:volunteergear@ducks.org).' A footer note states: 'Volunteergear was updated May 16th, 2014. Click [here](#) for information regarding the changes.' On the right side, there is a 'Volunteer Resources' sidebar with links for Event Resources, Recruitment, Youth and Education, Conservation, and Public Policy.