



# Army Volunteer Corps

Thank you for considering volunteering within the United States Army Garrison Grafenwoehr! These step-by-step instructions will help you navigate the Volunteer Management Information System (VMIS).

## Registration

- Go to [www.myarmyonesource.com](http://www.myarmyonesource.com)
- New registrants please click on *Register Join now*.
- Scroll over *Family Programs and Services*, down to *Volunteering*, this brings you to VMIS.
- Now click on *Become a Volunteer*.
- Now click on *Opportunity Location* to sign up for a position.
- Your military community should already be selected but, if not, select the USAG Grafenwoehr, which includes Rose Barracks.
- Click on *Organization* to activate the drop down menu.
- Click on the *Position Title* to see the position details.
- To apply for a position, simply scroll down to the bottom and click on *Apply*. Your application will appear - review it and any details that may be missing. Then click on *Submit*.
- If your application does not process, scroll back up and look for any **red** text, which means information is missing; fill in missing data and click on *Submit* again.
- You must wait for the Organizational Point of Contact to approve your application. You can check the status by clicking on *Opportunity Locator* and then on *Applications*.
- You should be contacted by the Organizational Point of Contact, if this does not occur; you may call them at the number indicated in the position description or contact the Army Volunteer Coordinator's office, at 09662-83-2797 for assistance.