



Volunteer

**How to Set Up Volunteer Page for
Building Blitz '25**



Guide to Creating Your Campaign



Volunteers are the heart of our mission

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01

Register



1. **Connect to website:** melloneducate.com
2. **Go to the registration page:** Click on the "Volunteer Portal" link in the menu and then "Sign up".
3. **Fill out the registration form:** Enter your personal information as requested (first/last name...)
4. **Create your login credentials:** Choose a username or enter your email address, and create a secure password.
5. **Accept the terms and conditions**
6. **Confirm your registration:** Click on the "Register" button to send the form and create your account.

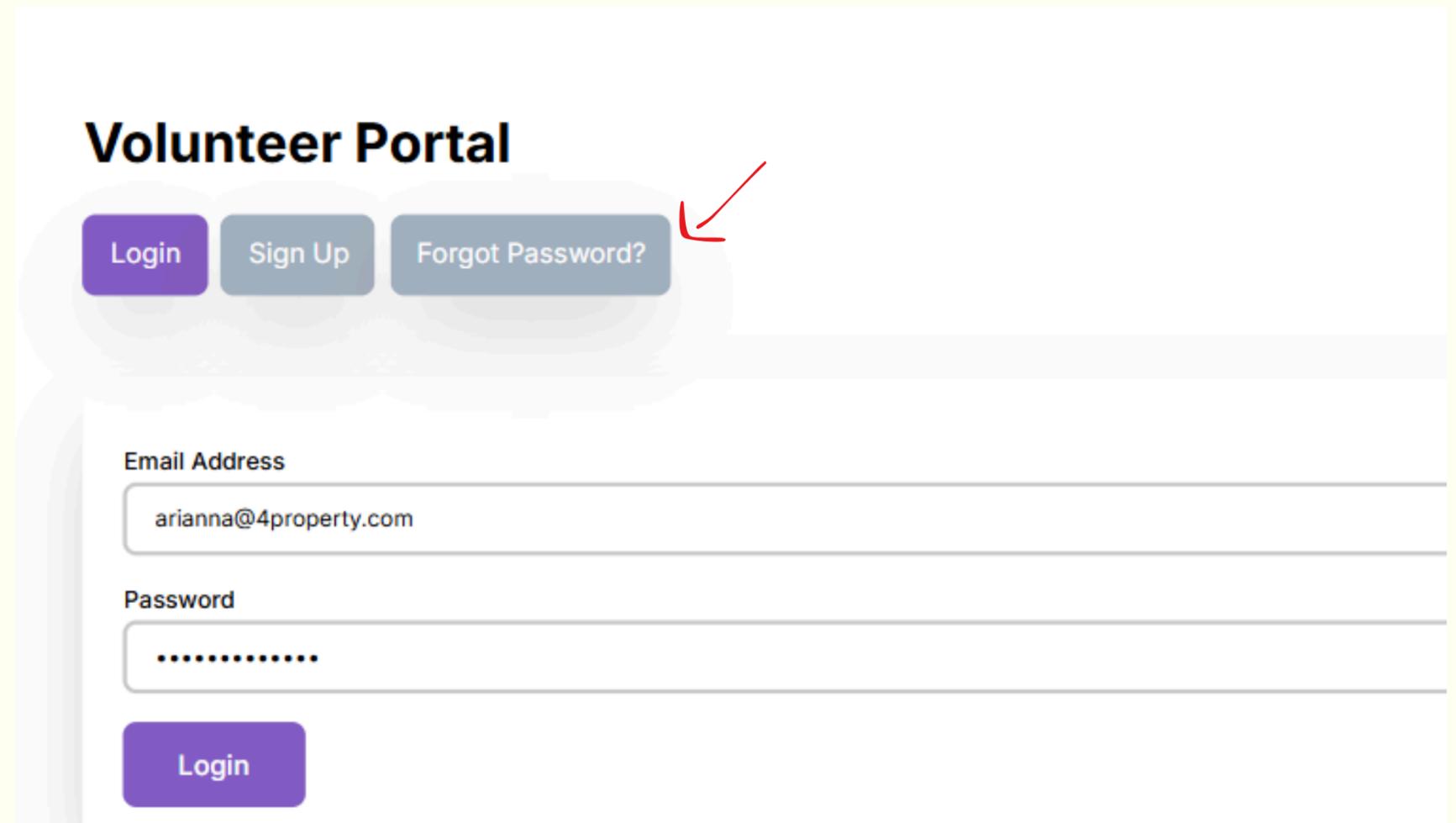
A screenshot of the Mellon Educate website's Volunteer Portal registration page. The page has a dark blue header with the Mellon Educate logo on the left and navigation links for "Donate Now", "My Donation Cart", and "My Account" on the right. Below the header, the title "Volunteer Portal" is displayed. Three buttons are visible: "Login", "Sign Up" (highlighted with a purple glow), and "Forgot Password?". The registration form includes several input fields: "Email Address *" with the value "arianna@4property@gmail.com", "First Name *" with "Arianna", "Last Name *" with "Munitello", "Password *" with masked characters, and "Confirm Password *" with masked characters. A checkbox labeled "I agree to the Privacy Policy" with an external link icon is checked. A purple "Register" button is at the bottom of the form.

Important: Before logging in, you must wait for your registration to be approved. Check your email for a confirmation from Mellon Educate.

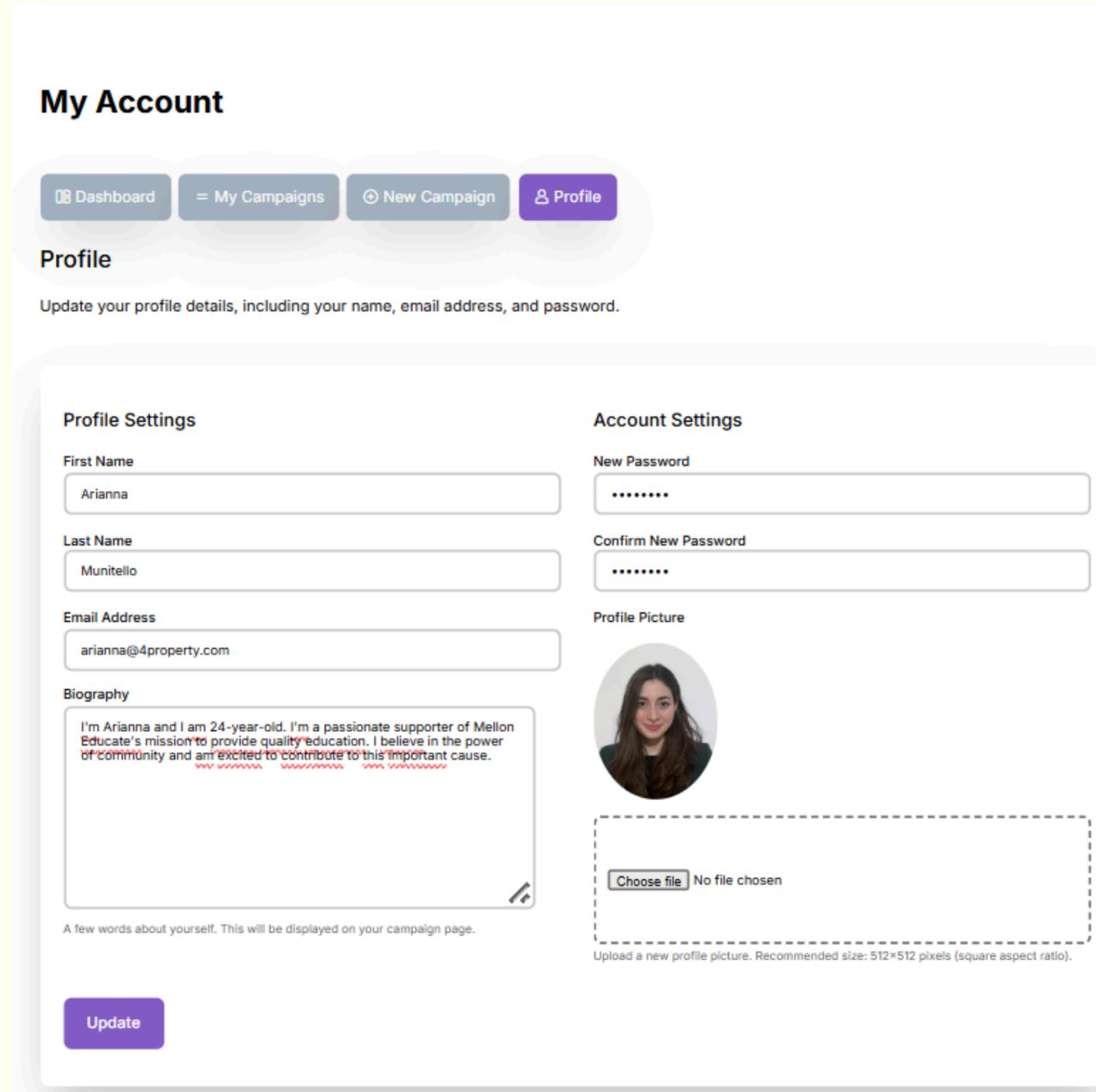
1. **Go to the login page:** Click on the "Volunteer Portal" link in the menu and then "log in"
2. **Enter your credentials:** Type in the email address or username and the password you created during registration.
3. **Click "Login"**

Forgot your password?:

! If you don't remember your password, use the "Forgot your password?" link to start the recovery process and follow the instructions.

A screenshot of the Mellon Educate Volunteer Portal login page. The page title is "Volunteer Portal". At the top, there are three buttons: "Login" (purple), "Sign Up" (grey), and "Forgot Password?" (grey). A red arrow points to the "Forgot Password?" button. Below the buttons are two input fields: "Email Address" with the text "arianna@4property.com" and "Password" with a masked password ".....". At the bottom of the form is a purple "Login" button.

1. **Log in to your account:** Use your credentials to log in.
2. **Go to the "My Profile" section**
3. **Click on "Edit"**
4. **Update your information:** Change the desired fields (e.g., address, phone number, or preferences).
5. **Save your changes:** Click on a button like "Save" or "Update" to confirm and apply the changes.



My Account

Dashboard My Campaigns New Campaign Profile

Profile

Update your profile details, including your name, email address, and password.

Profile Settings	Account Settings
<p>First Name</p> <input type="text" value="Arianna"/>	<p>New Password</p> <input type="password" value="....."/>
<p>Last Name</p> <input type="text" value="Munitello"/>	<p>Confirm New Password</p> <input type="password" value="....."/>
<p>Email Address</p> <input type="text" value="arianna@4property.com"/>	<p>Profile Picture</p> 
<p>Biography</p> <p>I'm Arianna and I am 24-year-old. I'm a passionate supporter of Mellon Educate's mission to provide quality education. I believe in the power of community and am excited to contribute to this important cause.</p> <p>A few words about yourself. This will be displayed on your campaign page.</p>	<p><input type="button" value="Choose file"/> No file chosen</p> <p>Upload a new profile picture. Recommended size: 512x512 pixels (square aspect ratio).</p>

1. **Select “New Campaign”**
2. **Select the Main Campaign:** From the dropdown menu, choose the project you wish to fundraise for (e.g., "Building Blitz 2025").
3. **Add Campaign Details:** Fill in the campaign title, a short summary (one or two sentences at most) for your page and a detailed description explaining your story and why people should donate.
4. **Define Goal and Timeline:** Enter your fundraising goal and define the start and end dates for your campaign.
5. **Add Multimedia Content:** Upload a featured image (recommended 1200x630 pixels.) and add a YouTube video link to make your campaign page more engaging.
6. **Save the Campaign:** Make sure the "Status" is set to "Draft". The campaign will not be visible until it is approved.
7. **Add Campaign:** Once all fields are completed, click the purple "Add Campaign" button to save and submit your request for creation.

Dashboard
My Campaigns
+ New Campaign
Profile

Add New Campaign

Choose the campaign you would like to raise money for

Building Blitz - 17th-22nd November 2025
▼

Campaign Title
This is the title that will be displayed to the public. Keep it short and concise.

Building Blitz-17th-22nd November 2025

Summary
A short summary of the campaign displayed on the campaign page and in Google Search.

The campaign focuses on improving education for children in South Africa by working with volunteers to build and renovate schools and implement literacy programs.

Description (why are you raising money?)
Use this space to tell your story. Why are you raising money? What will the funds be used for? Why should your friends and family donate?

I am raising money because I am deeply committed to the mission of providing quality education to children in need. The funds we raise together will be used directly to build new classrooms and supply essential learning materials. Our support will make a tangible difference, giving a child the gift of a brighter future.

Fundraising Goal (€)

5000

Enter your fundraising goal. If you selected a parent campaign, this will be pre-filled with their goal.

Start Date (optional)

07/08/2025
📅

End Date (optional)

15/11/2025
📅

Status

Draft (Requires Approval)
▼

Drafts are not visible to the public and they need to be approved by an administrator before they are visible.

YouTube Video URL

<https://www.youtube.com/watch?v=...>

Add a YouTube video URL to showcase your campaign. This will be displayed on your campaign page.

Image

Campaign Image Preview

Scegli file

Nessun file selezionato

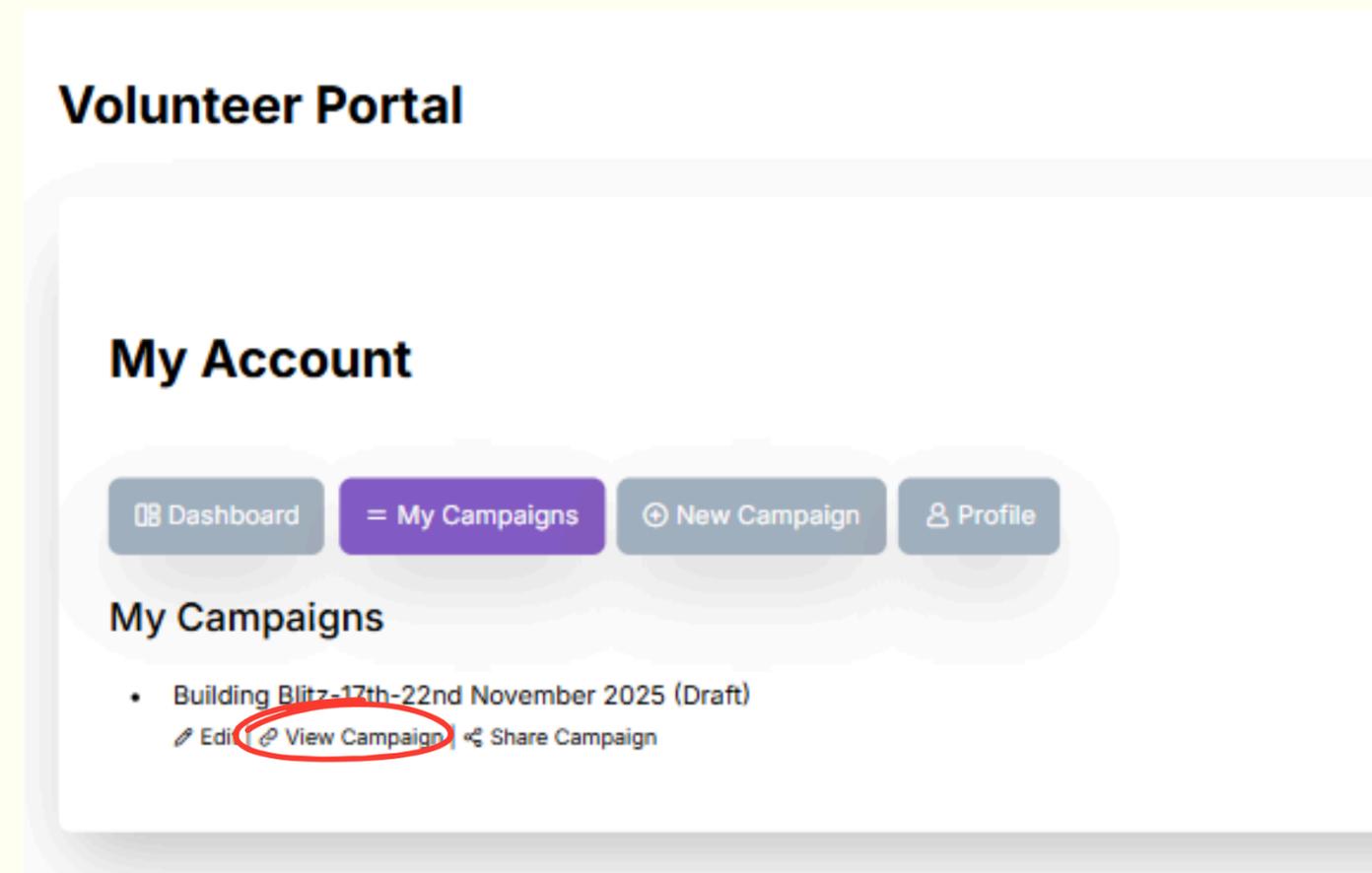
Upload a featured image for your campaign. Recommended size: 1200*630 pixels.

Update Campaign

Once approved, your campaign will be active and visible to the public. You can find it under 'My Campaigns'.

At that point, you will be able to:

- **Share the link** to your campaign with friends, family, and on social media to start fundraising.
- **Receive donations** from anyone who wants to support your cause.
- **Monitor your progress** towards your fundraising goal directly from your account.



This page allows you to **monitor your campaign's** progress toward its goal. On the right side of the screen, you can see th

Below the progress bar, you will find two buttons: "Donate" and "Share":

- Click "*Donate*" to contribute to the campaign.
- Click "*Share*" to help promote the campaign to others.



Building Blitz-17th-22nd November 2025

📌 This campaign is part of the **Building Blitz - 17th-22nd November 2025**
[Click to view details](#)

Info

 **Arianna Munitello**

I am raising money because I am deeply committed to the mission of providing quality education to children in need. The funds we raise together will be used directly to build new classrooms and supply essential learning materials. Our support will make a tangible difference, giving a child the gift of a brighter future.

€0 raised of €5,000 goal **0%**

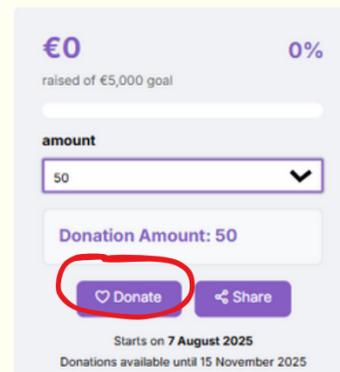
[❤️ Donate](#) [↪️ Share](#)

Starts on **7 August 2025**
Donations available until 15 November 2025

The campaign focuses on improving education for children in South Africa by working with volunteers to build and renovate schools and implement literacy programs.

Donate in 3 steps

- 1. Choose Donation Amount:** After selecting the amount, the user clicks the "Donate" button to proceed ("In this example, 50€")



€0 raised of €5,000 goal 0%

amount

50

Donation Amount: 50

Donate Share

Starts on 7 August 2025
Donations available until 15 November 2025

- 2. Review Cart and Proceed to Checkout**

PRODUCT	TOTAL	BASKET TOTALS
Building Blitz 2025 (WP Charity)	€50	Estimated total €50
€50 amount: 50 Remove Item	€50	Proceed to Checkout

- 3. Enter Information and Payment Details :** Now the user must fill in their contact information, billing address, and select a payment option before clicking "Continue to Payment" to finalize their donation.

Checkout

Incorrect amount or ordered too many times by mistake? Head over to your [cart](#) to modify your order.

- 1. Contact information**
We'll use this email to send you details and updates about your order.
Email address
arianna@4property.com
- 2. Billing address**
Enter the billing address that matches your payment method.
Country/Region
Ireland
First name
Last name
Address
+ Add flat, suite, etc.
City
State/Country
Select a state/county
Postcode
Phone (optional)
- 3. Payment options**
 Debit or Credit Card (Global Payments HPP) 
 Pay securely using your debit or credit card, via Global Payments.
 Direct Bank Transfer
 Add a note to your order

By proceeding with your purchase, you agree to our [Terms and Conditions](#) and [Privacy Policy](#).

← Return to Basket [Continue to Payment](#)

Order summary

Building Blitz 2025 (WP Charity)	€50
€50 amount: 50	
Subtotal	€50
Total	€50

SHARE YOUR CAMPAIGN TO REACH MORE DONORS AND HIT YOUR GOAL

1. Click on "Share".

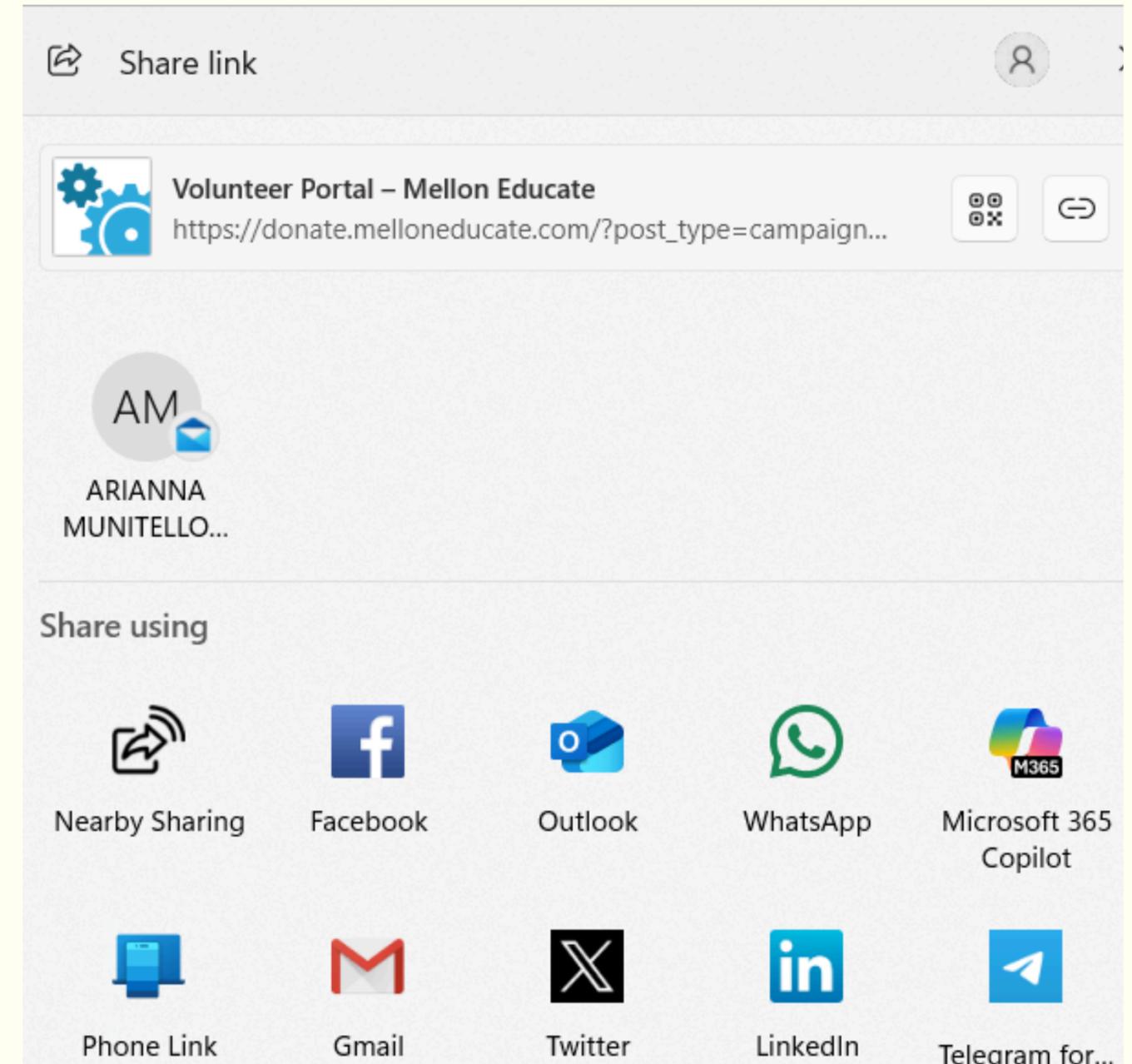
2. Choose How to Share:

After clicking, a pop-up or window will appear. Here you have several options for sharing the campaign link:

- **Share the link directly:** You can copy the link by clicking the chain icon next to the URL.
- **Share via social media:** You can choose to share the campaign on platforms like WhatsApp, Facebook, X (formerly Twitter), LinkedIn, or Telegram.
- **Share via email:** There are options to share through Gmail or Outlook.
- **Other methods:** Depending on your device, you might see other options like "Nearby sharing" or "Phone Link".

3. Share and Encourage Donations

- By selecting one of the options, the campaign link will be automatically placed in a new message, post, or email.
- Add a personal message encouraging friends, family, and acquaintances to donate to help you reach your fundraising goal.



This is what a **complete and active campaign** page looks like once it has been set up.

- The page displays the fundraiser's name, a personal message from them, and a video to engage potential donors.
- The fundraising progress is clearly visible, showing the amount raised so far (€2,000) and the percentage of the goal (40%).
- The key calls to action, the "Donate" and "Share" buttons, are prominently featured, allowing visitors to contribute or help promote the campaign.
- The page also provides details about the campaign's duration, with donations available until November 15, 2025.

John Kennedy Mellon Educate Donation Page

📌 This campaign is part of the **Building Blitz - 17th-22nd November 2025**
[Click to view details](#)

Info Video

€2,000 40%

raised of €5,000 goal

amount

Choose amount... ▼

❤️ Donate
↩️ Share

Donations available until 15 November 2025





John Kennedy

I have been involved in the property market for over 25 years. This charity was founded by a neighbour of mine in Rathfarnham so I have been aware of it for a long time but I have joined the charity first as a volunteer and not as a director and trustee. I think it is a great way to give back as the work that is done is very tangible but it is also a very enjoyable week. I brought my 16 year old son last year and it was an experience on some many different levels that I would advise anyone to experience!

Founded in 2002, Mellon Educate is an international education charity that has transformed the lives of thousands of children and families in South African townships. Over the past 20 years, we've improved access to quality education by building schools, launching literacy programmes, and creating jobs in disadvantaged communities. Our goal is to deliver improved literacy and education to hundreds of thousands of children across Africa, while also providing employment opportunities for school-leavers through training as community-based literacy tutors. Each year, Mellon Educate organises the renowned Building Blitz volunteer trip to South Africa, where volunteers from Ireland, the UK, the US, and beyond spend one powerful week helping to build safe, modern school infrastructure in underserved areas. Since 2013, we've focused on raising education standards in South African townships. In 2018, we launched the Mellon Educate Literacy Programme to tackle the high number of children unable to read for meaning. The programme helps children stay in education longer, while also creating meaningful employment for young adults. To date, we have built or renovated 36 schools, providing improved education for over 65,000 children. Our long-term vision is to reach hundreds of thousands of learners across Southern Africa through a network of dedicated literacy hubs.

▶ Recent Donations