

Welcome to AFP Triangle's Match Program, an evolution of the Mentor/Mentee program.

Match offers space and flexibility to accommodate all kinds of needs for members including coaching, sponsorship, mentoring, and whatever else you want to call it! The glory in Match is that it really just depends on what you're looking for, what your needs are, and what you have to offer. Perhaps it's a one-time, informal conversation about a specific topic. Or a meeting with a small group a few times a year. Maybe you're more of a meet for coffee person, or you'd rather speak by phone. No matter where you are in your career or comfort level, we all have something to learn from each other. And that's exactly what we're all about - **making strong matches where every person, organization, and our community benefits.**

The Match platform functions like a social media platform hosted on the AFP Triangle website. You will create your own profile, share your organization's size and budget, mark your top preferences for which topics you'd like to discuss with your match, and more. Then you have access to potential professional matches within fellow AFP Triangle members.

NAVIGATING OUR MATCH PROGRAM PLATFORM

NEW MEMBERS:

Step 1: Register for the Match Program

- Visit [MATCH PROGRAM](#) and click the "register" link to create a basic profile.
- Once you have finished creating your profile, click on "register"
- You will receive a confirmation email once your profile has been approved
- Once the profile is created and approved, you will have access to potential matches.

Step 2: Login > Match Program Tab

1. Once you've received your confirmation email, you can log in with your username/email and password.
2. Match Home Screen
 - a. Clicking on the blue tab "View Your Profile/Check Messages" will take you to your profile (refer to section 3 to see what options are available under "Profile")
 - i. Personalize your profile! Add a profile photo of yourself so others can recognize you.
 - b. You will see a list of all available members ("Sort" allows you to see the members in a different order)

- c. More Filters – Utilizing “More Filters” allows you to choose which members you see based on specific criteria. Criteria that you can choose from will be available based on what you entered in when you created your personal profile. To remove filters and return to main list of all members click “Clear all.”
- 3. Directory
 - a. You can search for another user by their name or you can use the “More filters” drop down to select specific criteria you would like to be matched on. If you leave this blank, you will see a list of all active members.
 - b. Click on a member name to access their profile. From within a member’s profile, you can read about them, see their posts, comments, friends, and groups they are a part of (more on groups in a minute)
 - c. Click on message to send a message to a member – you can check your messages by clicking on the “Match Program” tab which takes you back to the main page where you can access the “View Your Profile/Check Messages” button
- 4. Profile
 - a. Within your profile, you can see:
 - i. Information you entered during registration (you may edit anytime by clicking the Gear icon at the top right of your profile > Edit Profile)
 - ii. Any posts, comments, or messages (you can send messages to friends from the messages tab. Posts and Comments must be submitted within the Groups tab)
 - iii. Your friends, including friend requests that are pending (add friends by going to the Directory tab and viewing all active members)
 - iv. Membership in any group pages
- 5. My Account
 - a. Within Account you can:
 - i. Change your password
 - ii. Edit privacy settings
 - iii. Change your notifications
 - iv. Delete your account
- 6. Groups
 - a. Under the Groups tab, you have access to:
 - i. All groups that are available
 - ii. Groups that you are part of
 - iii. Create a group
 - 1. If you do not see a group that works for you, feel free to create a group. You will have the ability to name your group and make it public or private.