



INSTRUCTIONS

- 1. Log in to LinkedIn:** Open LinkedIn and log in to your account.
- 2. Go to Your Profile:** Click on your profile icon in the top-right corner and select "View Profile" from the dropdown menu.
- 3. Add a New Experience:** Scroll down to the "Experience" section of your profile. Click the "Add experience" button (it looks like a plus sign).
- 4. Enter Your Volunteer Role Information:** Title: Enter the title of your volunteer position: Volunteer Chief Purpose Officer.
- 5. Company:** Type "HealthPartners - PartenaireSanté" in the company field.
- 6. Location:** Add the location, or if it's remote, select "Remote" or leave it blank.
- 7. Time Period:** Add your start date. You can leave the end date blank if it's ongoing.
- 8. Description:** Add details about your role, such as - In this new role, I'll be leading our workplace giving campaign at
- 9. <YOUR COMPANY/ORGANIZATION NAME HERE>** to support HealthPartners and the 20 Canadian health charities they represent.
- 10. Save Your Changes:** Once you've entered all the information, click "Save" to update your profile.