How to upload your Working with Children Check details onto ParkConnect

For volunteers



Upload your WWCC details onto ParkConnect



After receiving your WWCC card in the mail, you will need to upload the details and a photo of the card onto ParkConnect. It is important that the Parks Victoria Volunteer team have a record of your WWCC information.

Follow the steps below or watch the short video showing how to upload here.



Sign in to your ParkConnect account



Navigate to accredited sills page



Navigate to ParkConnect

https://www.parkconnect.vic.gov.au

Select 'Sign In' from the navigation bar (top right)

Enter your user email and password

Press the 'Sign In' button



From the user menu of the navigation bar, select 'Accredited skills'



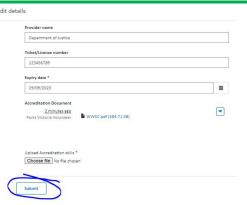
Add new Working with Children Check



To add a new accredited skill/Working with Children Check, press the 'Add' button on the right hand side



Submit the details



Complete the required fields and upload a copy of your Working with Children Check card by selecting 'choose file'

Once complete, press 'Submit'



