# Logging On

Welcome to the TFANet Job Board and Talent Community. This website will allow you to post jobs, search through corps member and alumni profiles, and much more. Below are directions for logging on to the site.  If you have any questions, please do not hesitate to reach out to jobboard@teachforamerica.org

## For Alumni who wish to post as an Employer Partner:

You are **both** an Employer Partner **and** a Teach For America Alumnus

1. Go to http://www.tfanet.org/TFASSOServlet/ascendify
2. Sign in with your TFANet user ID and password (If you have forgotten your TFANet user ID and password, email tfanet.support@teachforamerica.org)
3. Complete the signup wizard to set up your **alumni profile**
4. **Your alum profile is now complete.** In the future to login as an alumni, access the Job Board through the Career page on TFANet
5. Now you are ready to create your **separate employer account.** Please see the instructions below "For New Employer Users"

Please note: Employer and Alumni accounts are separate and have separate login URLs. Also, be certain that the email address you use to login to TFANet and the login email for your employer account are different.

## For New Employer Users:

You are an Employer Partner who wants to join the TFANet Job Board and Talent Community.

1. Go to http://teachforamerica.ascendify.com/signup/orgsignup - **Note different URL from the Alumni login!**
2. Review the TFANet Job Board "User Agreement" and "Privacy Policy" (links to the documents are found near the bottom of the screen on the platform)
3. Enter your professional/work email address to create a new account or select one of the available social sign-in options
4. Complete the employer signup wizard, which starts with adding your contact information and confirming your password
5. Add your organization details and upload a logo
6. Double-check your information for accuracy and click the "Sign In" button at the bottom of the screen
7. To login in the future, go to http://teachforamerica.ascendify.com/signin

Please note: Employer and Alumni accounts are separate and have separate login URLs as well as separate login email addresses.

All of these instructions are outlined in greater detail for your reference in the TFANet Job Board Employer Guide, starting on page 2.  If you have any questions, do not hesitate to reach out to jobboard@teachforamerica.org for support.