



Using Preferred Teams for COVID-19

The Preferred Teams feature within the Wonolo platform allows you to easily organize Wonoloers into a group for future jobs. As you take extra precautions to protect the health and safety of your workers, we recommend adding healthy Wonoloers, or ones that have already completed the [Healthy Workplace Hygiene Badge](#), to a Preferred Team within your account. This will enable you to easily invite healthy workers with the touch of a button.

1

Create a Team

From your dashboard, navigate to your [Workforce](#) tab in the left-hand navigation menu and click [Teams](#). Choose [New Team](#) in the top left corner of the page and name your team.

2

Add Wonoloers

After naming your list, [Add Wonoloers](#) from the populated list of your previous workers. You can select as many Wonoloers as you'd like to be a part of your new team.

3

Post a Job

You can use teams when you [select Preferred Wonoloers](#) for a job. When posting a new job, select the Preferred Wonoloers option and you'll be prompted to add your new team.