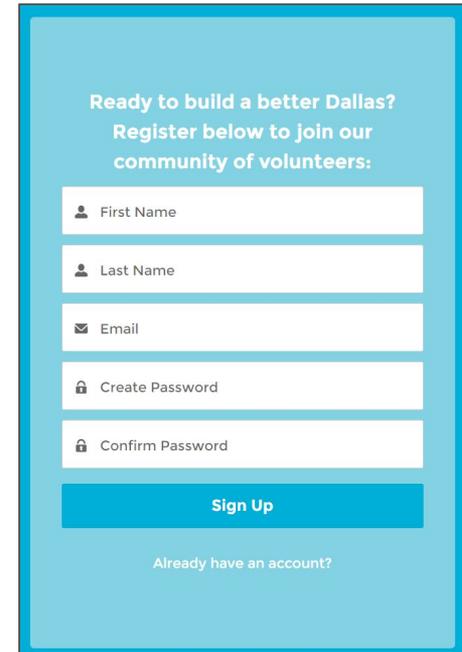


How To: Register as a volunteer

1. Navigate to the Dallas Habitat for Humanity volunteer portal here:
<https://dallashabitat.force.com/volunteer/s/>
2. If this is your first time using the volunteer portal, you'll want to click on the link that says **Need to Register?**
 - a. Alternatively, you can [jump right to the registration page by clicking here.](#)
3. Next, fill in the requested information. Ensure the email you use is up to date.
 - a. Once you click **Sign Up**, you will receive an email with a requested Verification Code to confirm your registration.
 - b. **If you receive an error message when signing up**, it's possible that you already have a log-in set-up. [Go here to reset your password.](#)
 - i. *If you are still having trouble, reach out to your DAHFH volunteer team!*
4. Enter the verification code and voila! You now have access to the DAHFH volunteer portal.
5. You should also receive a welcome email with a link to the volunteer portal.

You're almost finished- all DAHFH volunteers must complete a background check. The next page will walk you through that process. Let's go!



Ready to build a better Dallas?
Register below to join our
community of volunteers:

First Name

Last Name

Email

Create Password

Confirm Password

Sign Up

[Already have an account?](#)

How To: Complete your background check

Now that you have access to the DAHFH Volunteer Portal, you can complete your required background check.

Here's what to do:

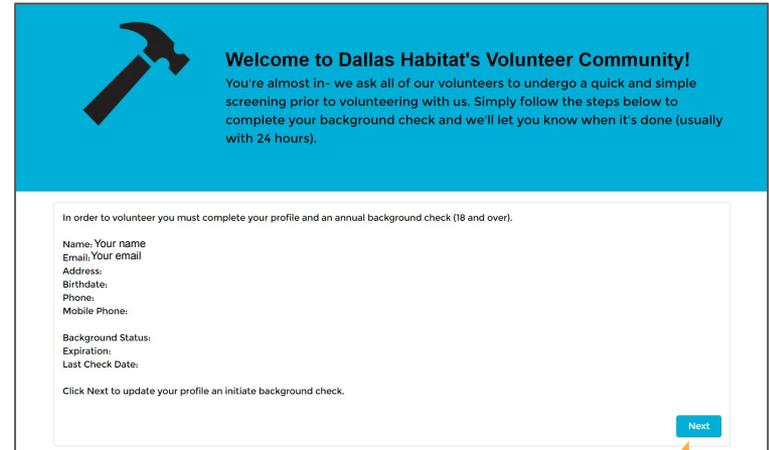
From the volunteer portal, scroll down to find the background check form. Click [Next](#) to complete the background check form. The following fields are required:

- Name
- Address
- Birthdate
- Phone
- Email

Next, review the DAHFH Volunteer Waiver. Once you're able to submit this form, you'll need to check your email for a message from **Sterling Volunteers** to complete the process.

1. Find the email from Sterling Volunteers inviting you to complete your background check.
2. In the email, click the [Order My Background Check](#) button.
3. You'll reconfirm a few pieces of information. They must match what was initially provided in the volunteer portal.
4. Next, you'll create a login and password for Sterling Volunteers and create your account with them.
5. The rest of the process should take 2-3 minutes, where you'll re-enter your information. Your name, birthdate, and address must match what you entered in the volunteer portal.
6. Once you've completed this process, Sterling Volunteers will take roughly 24-48 business hours to complete your background check. *(This process can be as quick as 30 minutes to an hour at times, but the maximum is 48 hours).*

If you have issues, please do not hesitate to contact us! We can't wait to build with you.



 **Welcome to Dallas Habitat's Volunteer Community!**
You're almost in- we ask all of our volunteers to undergo a quick and simple screening prior to volunteering with us. Simply follow the steps below to complete your background check and we'll let you know when it's done (usually with 24 hours).

In order to volunteer you must complete your profile and an annual background check (18 and over).

Name: Your name
Email: Your email
Address:
Birthdate:
Phone:
Mobile Phone:

Background Status:
Expiration:
Last Check Date:

Click Next to update your profile and initiate background check.

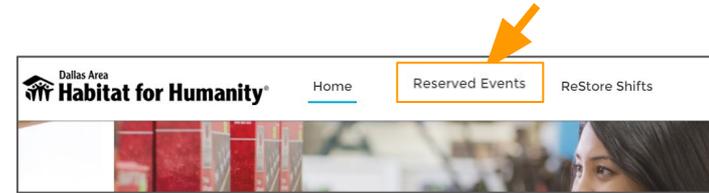
[Next](#)

How To: Sign-up for a shift!

Once your background check is completed, you will be granted access to the full DAHFH volunteer community. This is where it gets fun! Let's register for a Reserved Event (this is where you will find your group shift).

Here's what to do:

- 1 Sign-in to the volunteer portal and navigate to to the **Reserved Events** tab.
- 2 Under Type of Restricted Registration, select the option **Group** and then enter the code provided by the point of contact for your volunteer group.



Restricted volunteer opportunities are those available to corporate employees or guest, groups or friends of homebuyers and trainers for homebuyer services. In order to sign-up for these shifts, you will need to provide a code/key to see available these available shifts.

* Type of Restricted Registration

Group 

Homebuyer/Support

Educator/Facilitator

* Enter code provided by sponsor/group to see available volunteer opportunities

Next

How To: Sign-up for a shift!

- 3 Next, you'll see details about the shifts available to you like start and end times, address, and details. To sign-up for the shift, select the toggle next to it and click the blue button at the bottom that says **Next**. The next screen will display additional details about your shift. Click **Next** again to confirm your registration!

Please select available volunteer opportunities below:

Volunteer ...	Start Date	Start Time	End Time	Spots Avail...	Volunteer ...	Site Addr...
<input type="radio"/> Hockaday & S...	3/27/2021	11:45 AM	3:00 PM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	3/27/2021	7:45 AM	11:30 AM	4	3441 Ladd - St...	3441 Ladd Dall...
<input checked="" type="radio"/> Hockaday & S...	4/10/2021	11:45 AM	3:00 PM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	4/10/2021	7:45 AM	11:30 AM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	4/17/2021	11:45 AM	3:00 PM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	4/17/2021	7:45 AM	11:30 AM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	4/24/2021	7:45 AM	11:30 AM	4	3441 Ladd - St...	3441 Ladd Dall...
<input type="radio"/> Hockaday & S...	4/24/2021	11:45 AM	3:00 PM	4	3441 Ladd - St...	3441 Ladd Dall...

If no spots are available, selecting the shift will register you with a status of "waitlisted". If a spot becomes available we will email you and automatically move you to scheduled. You will need to confirm your availability at that time in order to volunteer.

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