



## HRD Volunteer Reader Registration Process

**Deadline to Complete the Registration Process: 2/15/2022**

### Step 1:

Decide if you want to read In Person or Virtually (very limited virtual spots available)

Choose a Houston ISD OR Aldine ISD school

Complete your Houston Reads Day Volunteer Reader Registration below

You will receive an email directing you to the next steps.

[Houston Reads Day Volunteer Reader Registration](#)

### Step 2:

Complete the orientation and background check for the district you selected

You **must** complete this step to be eligible to read in person or virtually.

Houston ISD: [HISD VIPS](#)

*Completion time: Approximately 15 minutes*

- Start Course
- Go through the online orientation
- Type in your name on the certificate
- Select English or Spanish Application
- Complete the online form
  - Affiliation – choose “Community Member”
- Select School(s) – Literacy Now
- Function: Select Houston Reads Day
- Organizations: Select Literacy Now
- Sign Form and Complete
- Check email for confirmation and certificate of completion

Aldine ISD: [Aldine Volunteers](#)

*Completion time: Approximately 10 minutes*

- Complete the [Criminal Background Check](#)
- Choose Volunteer on the drop-down menu
- Complete the required fields where your services will be provided
- Choose “All Schools”
- Describe your interest in being a volunteer: Type in: Houston Reads Day
- Click Submit at the end of the page

**Step 3: Sign up for your campus (or virtual) time slot(s)**

- Follow the link you received in the email after you registered to sign up for your school and time slot(s).
- Each In Person Volunteer is ENCOURAGED to sign up for a minimum of TWO and a maximum of FOUR 15-minute slots at the same campus.
- Select school & time slot(s)
- Indicate 'yes' or 'no' when asked to confirm your background check

**Step 4: Watch our Training Video on how to read to children**

A separate email will be sent to you with a link to the training as the event gets closer.

**For Virtual Readers ONLY:**

A separate email will be sent to you containing directions on accessing MS Teams and the digital books.

**Step 5:**

Wake up on Houston Reads Day (March 2, 2022) and get ready to make a difference and empower kids to read!