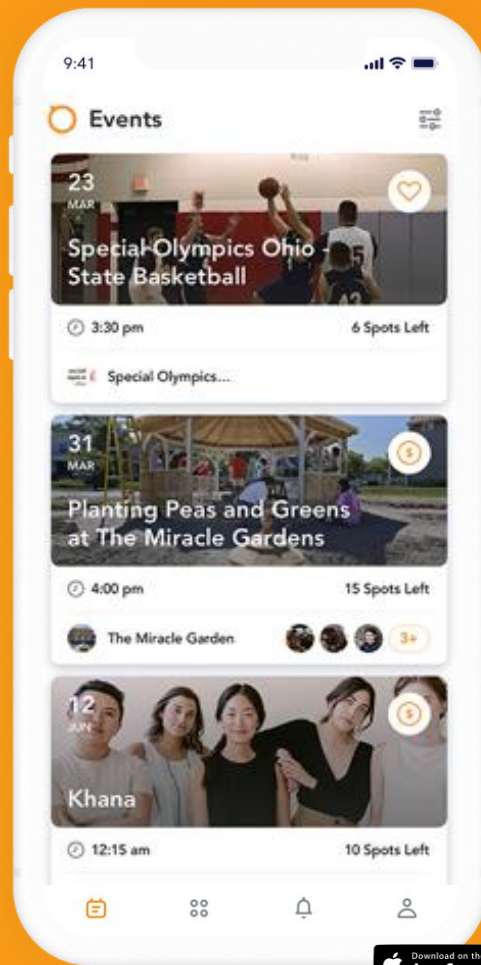


There's a new way to  
volunteer with us

 **POINT**



# There are three requirements

1. **Create an account on POINT.** This is where you will sign up for events.
2. **Complete a background check through the Lubbock Independent School District (Lubbock ISD) system.** Due to our affiliation with the local school district, anyone who works in the building must pass a background check.
3. **Attend a volunteer orientation.** This can be a group or individual session.
  - a. **Group sessions can be found on POINT.**
  - b. **To schedule an individual session, contact Shawn Ward at [sward@buddyhollyhall.com](mailto:sward@buddyhollyhall.com)**

# REQUIREMENT 1

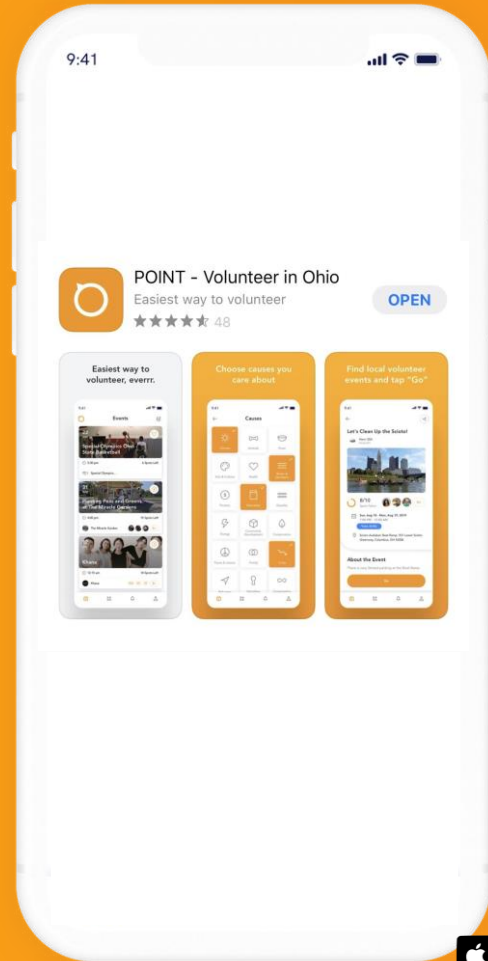
# Create an account on POINT



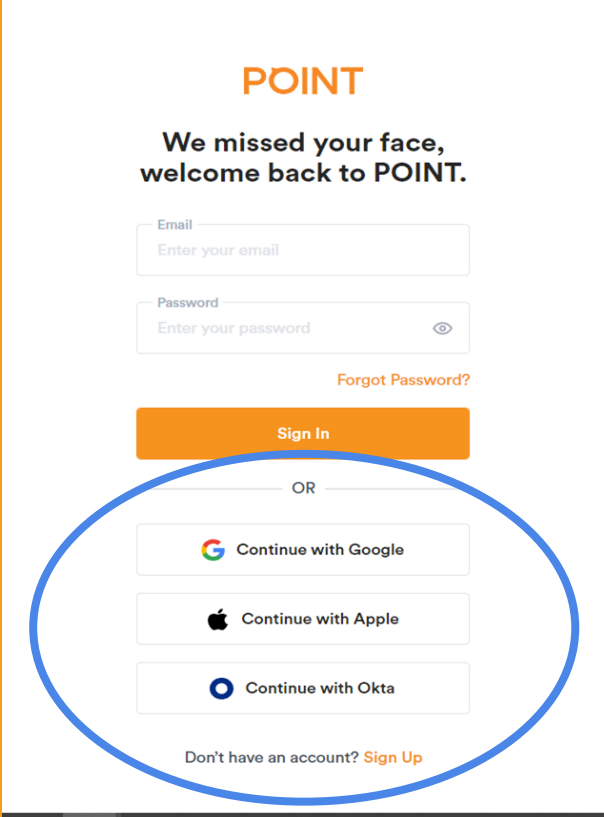
# Step 1: Create an Account

Download POINT or go to [app.pointapp.org](http://app.pointapp.org)

You can sign up on your computer or cell phone




If you don't have a POINT account, click "Sign Up" or continue with Google, Apple, or Okta.



**POINT**

**We missed your face,  
welcome back to POINT.**


Email  
Enter your email


Password  
Enter your password 


[Forgot Password?](#)

**Sign In**

OR

 Continue with Google

 Continue with Apple

 Continue with Okta

Don't have an account? [Sign Up](#)

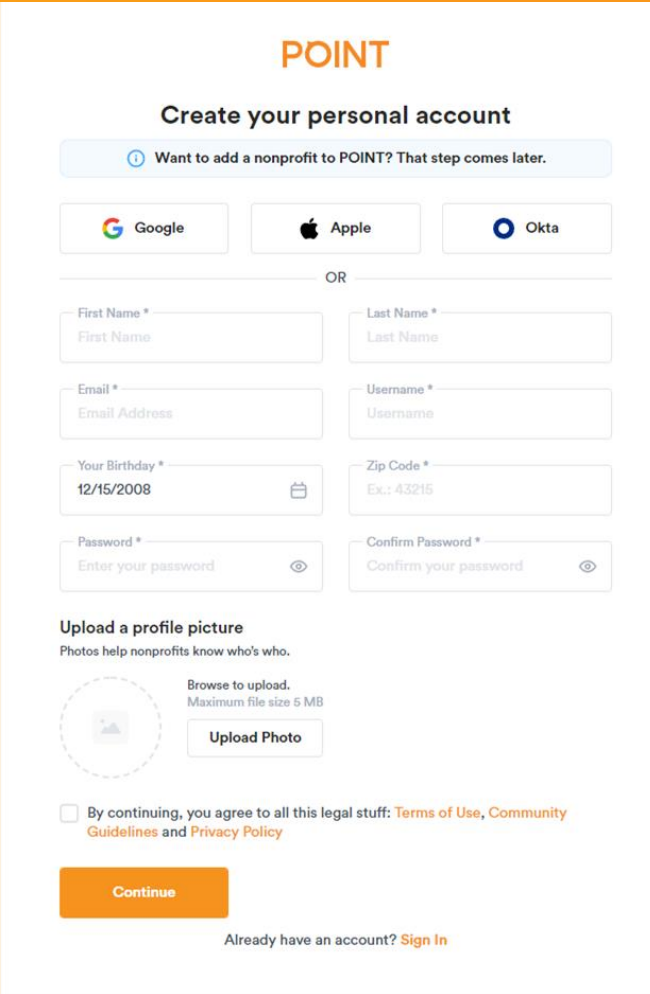
## To create your profile, you will need

- Name
- Email
- Username
- Birthday
- Zip Code
- Password
- Photo

Volunteers must be at least 18 years old for most events

Don't want to use a photo of yourself?

[Click here](#) for a general icon you can use!



The image shows a web form for creating a personal account on the POINT platform. At the top, the word "POINT" is displayed in orange. Below it, the heading "Create your personal account" is centered. A light blue banner contains a question mark icon and the text "Want to add a nonprofit to POINT? That step comes later." Below this are three social login buttons: "Google" with the Google logo, "Apple" with the Apple logo, and "Okta" with the Okta logo. A horizontal line with the word "OR" in the center separates these from the registration fields. The registration fields are arranged in two columns: "First Name \*" and "Last Name \*" (both with placeholder text "First Name" and "Last Name" respectively); "Email \*" and "Username \*" (both with placeholder text "Email Address" and "Username" respectively); "Your Birthday \*" (with a date picker icon and the example "12/15/2008") and "Zip Code \*" (with the example "Ex.: 43215"); "Password \*" (with placeholder text "Enter your password" and an eye icon) and "Confirm Password \*" (with placeholder text "Confirm your password" and an eye icon). Below the registration fields is a section titled "Upload a profile picture" with the subtext "Photos help nonprofits know who's who." It features a dashed circular icon placeholder, the text "Browse to upload. Maximum file size 5 MB", and an "Upload Photo" button. At the bottom, there is a checkbox with the text "By continuing, you agree to all this legal stuff: [Terms of Use](#), [Community Guidelines](#) and [Privacy Policy](#)". Below this is an orange "Continue" button and a link "Already have an account? [Sign In](#)".

**Step 2: Follow causes  
you care about**

**The Buddy Holly Hall falls  
under “Arts & Culture”  
and “Education”**



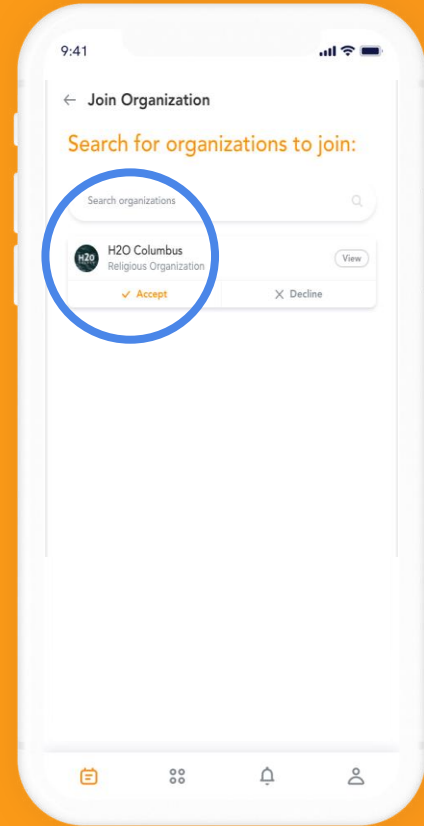
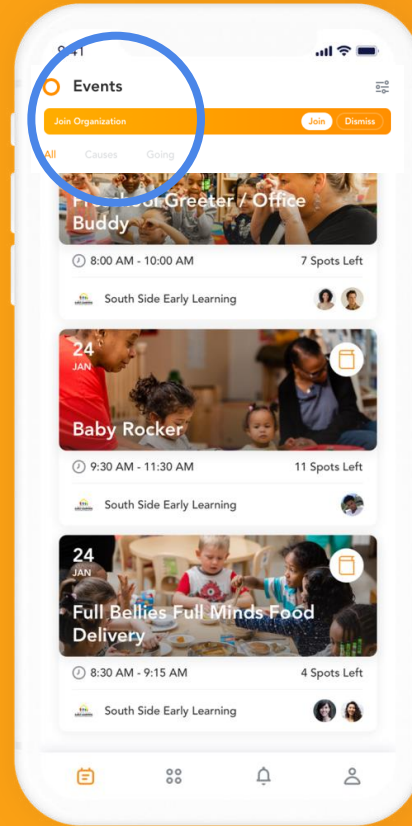
## Step 3: Verify your email.

**POINT will send an email to confirm that your information is correct. You must verify your email to complete the next step.**



**Step 4: Join our team by searching “The Buddy Holly Hall” and clicking “Join Organization”**

**\*\*This must be done to get access to shows.**



## **REQUIREMENT 2**

**Complete a background check  
through the Lubbock ISD  
system.**

**Complete the background check**

**<https://teams.lubbockisd.org/volunteer/EntryPointHomeAction.do>**

**Background checks are run through the  
Lubbock ISD system**

# Select the appropriate option

PLEASE USE YOUR USER ID AND PASSWORD TO SIGN IN UNDER "RETURNING VOLUNTEER."

## **Returning Volunteer**, please sign-in.

If you are a Registered User of the system, including a Current or Former Employee, Parent Contact, who HAS set up a User ID, click the "Returning Volunteer" link above. You must have your USER ID and Password to login. If you are a Current or Former Employee who has NOT set up a Volunteer Login, please use the "Current or Former Employee" link below. If you do not remember your user ID and Password [click here](#).

## **New Volunteer**, please register.


If you are a New Volunteer but NOT a Current or Former Employee, please click the 'New Volunteer' link above. You must register with us to apply for service opportunities through this website.

## **Current or Former Employee**, please click here.

If you are a Current OR Former Employee of the district, please use this option to set up a new User ID and Password, if you have not already done so. This option may also be used to access your application.

If you have further questions or comments, please contact us at [volunteersupport@lubbockisd.org](mailto:volunteersupport@lubbockisd.org) or email.

Google Chrome is the only browser fully supported by [TEAMS](#). While you can access TEAMS in other browsers, some features may not function as intended.

 Adobe Acrobat Reader

If registering as a "New Volunteer," create a Login and Password. Be sure to write down this information.

Read and complete all the information areas under "My Profile," which includes "Login Information, Other Names, Contact information, Additional Languages, and Criminal History."

As you enter information, it will be saved at the bottom of the screen.

## My Profile

### Login Information

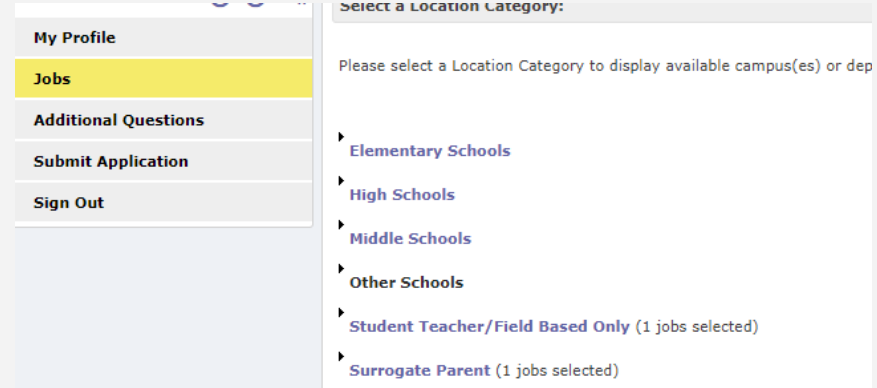
Other Names

Contact Information

Additional Languages

Criminal History

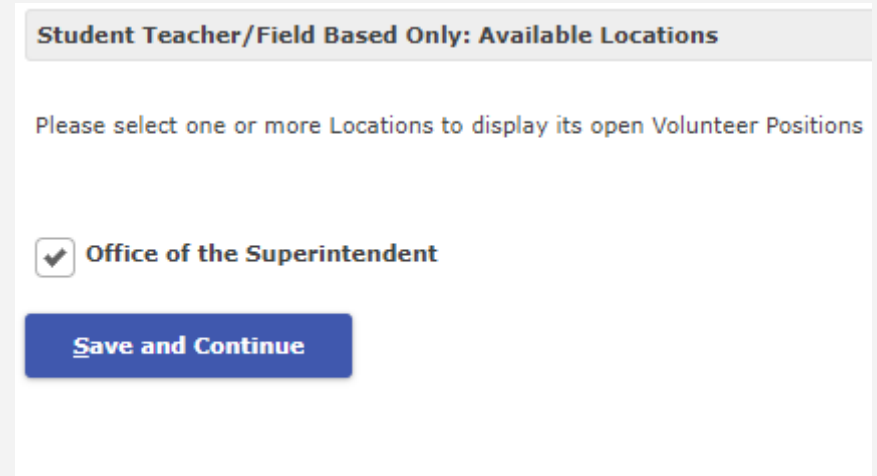
In the “Jobs” tab, click on “Student Teacher/Field Based Only”



The image shows a user profile menu on the left with the following items: My Profile, Jobs (highlighted in yellow), Additional Questions, Submit Application, and Sign Out. To the right is a dropdown menu titled "Select a Location Category:". Below the title is the instruction "Please select a Location Category to display available campus(es) or dep". The dropdown list includes: Elementary Schools, High Schools, Middle Schools, Other Schools, Student Teacher/Field Based Only (1 jobs selected), and Surrogate Parent (1 jobs selected).

Check the box “Office of the Superintendent”

Click “Save and Continue”



The image shows a selection screen titled "Student Teacher/Field Based Only: Available Locations". Below the title is the instruction "Please select one or more Locations to display its open Volunteer Positions". There is a single checkbox labeled "Office of the Superintendent" which is checked. At the bottom of the screen is a blue button labeled "Save and Continue".

Check the box “General Volunteer” click “Save and Continue”

**General Volunteer** (Office of the Superintendent)

**LCU Field Based Stud** (Office of the Superintendent)

**LCU Student Teacher** (Office of the Superintendent)

**Other Field Based St** (Office of the Superintendent)

**Other Student Teache** (Office of the Superintendent)

**TTU Field Based Stud** (Office of the Superintendent)

**TTU Student Teacher** (Office of the Superintendent)

**Wayland Field Based** (Office of the Superintendent)

**Wayland Student Teac** (Office of the Superintendent)

[Save and Continue](#)

Answer all questions under “Additional Questions” click “Save and Continue”

Select  
“I AGREE”  
and click  
“Submit”

#### Submit Application

To finalize your application, please read the following paragraphs and indicate your understanding and acceptance of this agreement.

Lubbock Independent School District seeks to create a safe sanctuary for students, free from crime, violence, drugs and abuse. Pursuant to the the criminal history record of prospective volunteers who will be working with students, including, but not limited to camp counselors, mentors, regular basis with students. I understand that my position as a volunteer is contingent upon the completion of a criminal background check as r

I, Amanda Hiatt, hereby acknowledge and agree to follow the restrictions imposed by the Lubbock Independent School District, and applicable s the Individuals with Disabilities Education Improvement Act, and Section 504 of the Rehabilitation Act. In this regard, I understand that I am gr understand that any unauthorized use or disclosure of information accessed in my volunteer position with the District may be grounds for imme

NOTE: For the safety and security of our students, ALL volunteers must complete a Criminal History Check. For this reason, clicking the "I DO NOT

I AGREE  I DO NOT AGREE, and therefore wish to discontinue this application process.

Please be advised that if the applicant does NOT agree to the above statements, this application will be deleted.

Submit

**The system will issue an email confirming submission of the background check**

**After 24 to 48 hours, login to your account to verify background check approval**

**Email a copy of the approval to Shawn Ward at [sward@buddyhollyhall.com](mailto:sward@buddyhollyhall.com)**



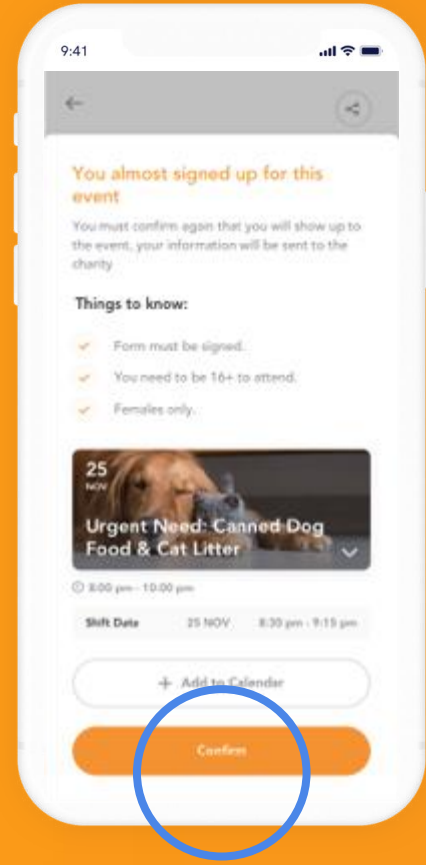
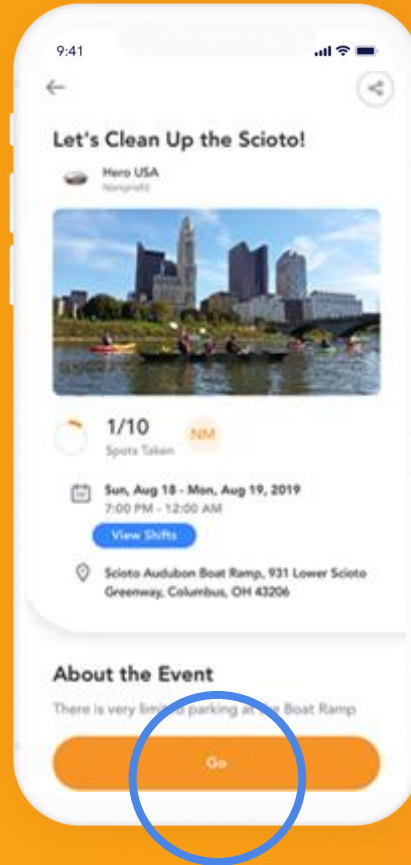
# REQUIREMENT 3

## Attend a Volunteer Orientation

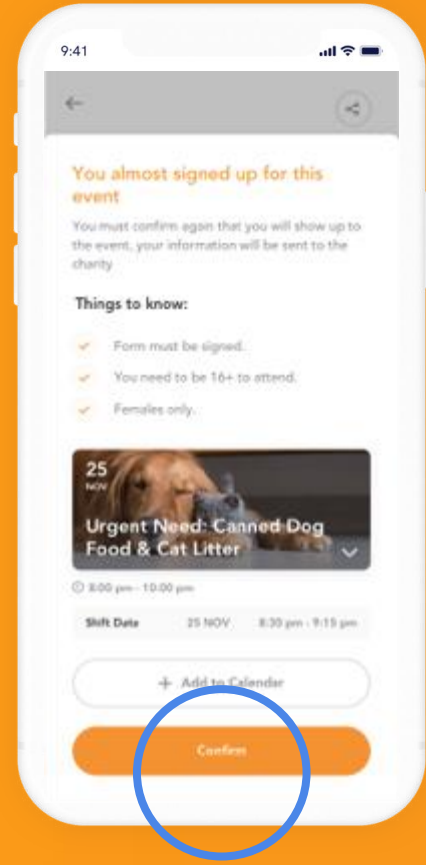
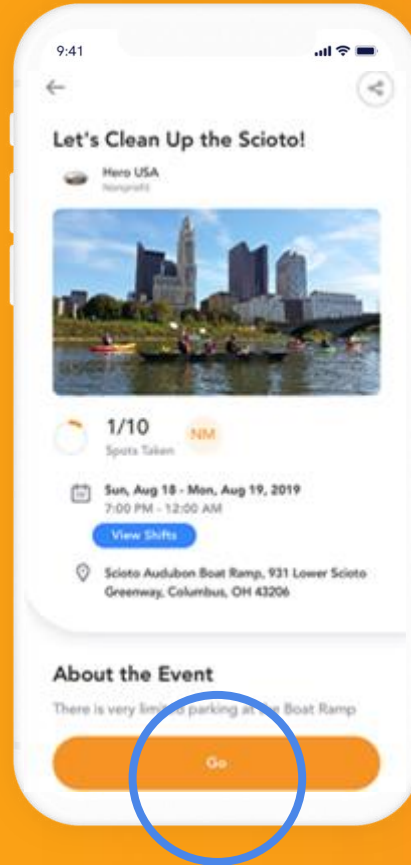
**Check POINT for scheduled group orientations.**

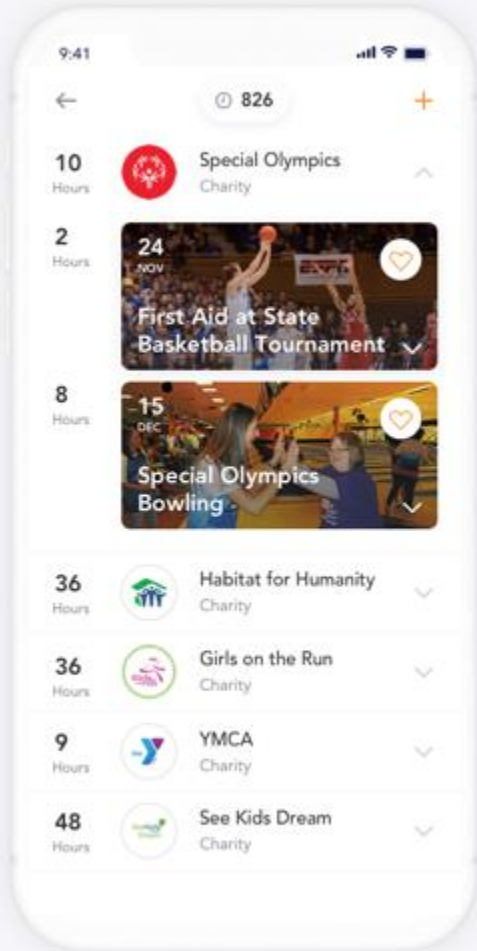
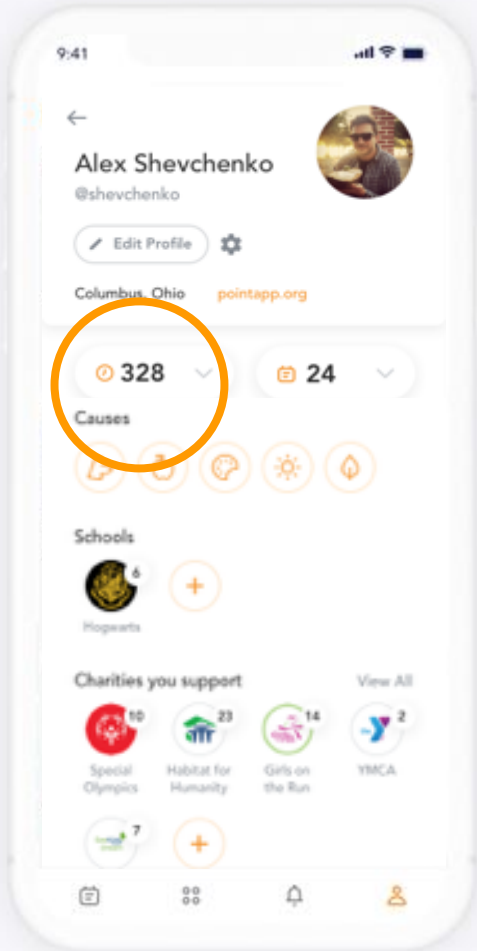
**If you are unable to attend the group sessions,  
you can schedule an individual session by  
contacting Shawn Ward at  
[sward@buddyhollyhall.com](mailto:sward@buddyhollyhall.com)**

Sign up for a training session by tapping “Go” and confirming.



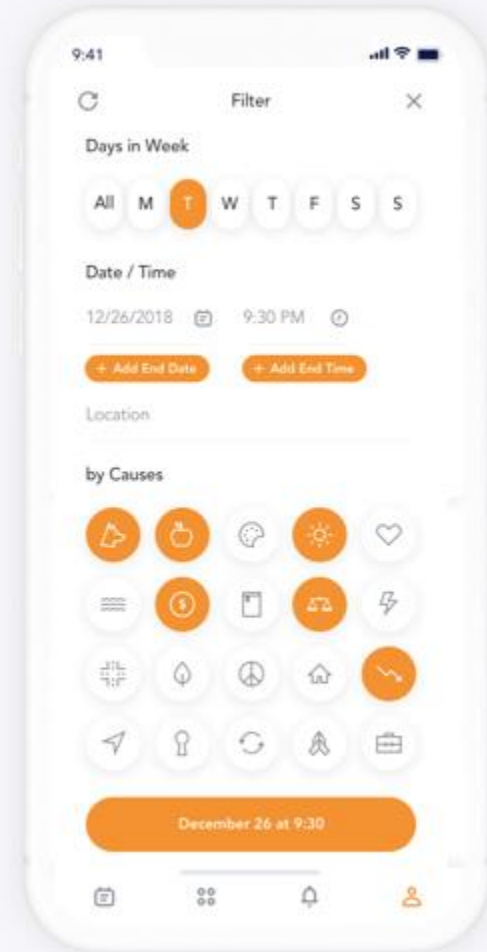
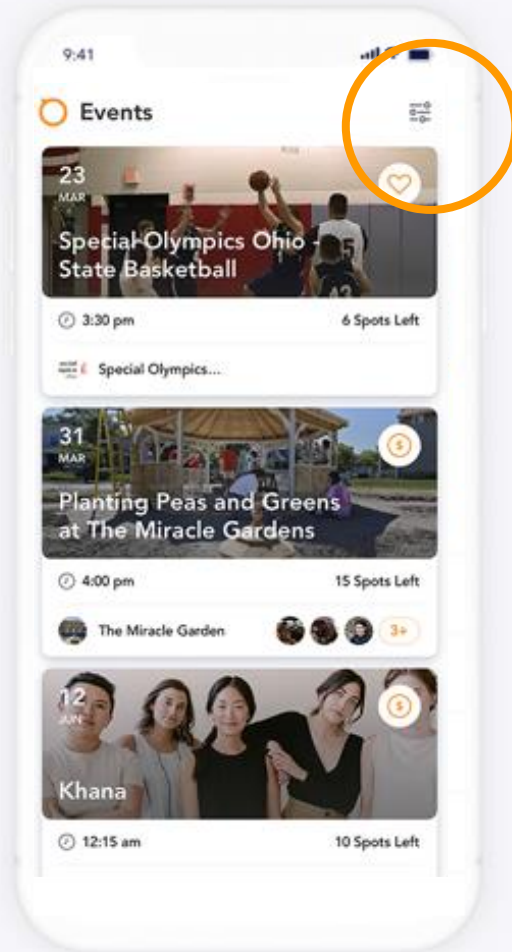
Once you have completed the training and the background check, you will be able to sign up for shows





**Your POINT profile makes it easy to see your impact.**

Filter events by  
your availability.



**Have questions about POINT?**

**Reach out to [support@pointapp.org](mailto:support@pointapp.org) or visit the FAQ at <https://pointapp.org/support/volunteeronpoint/>**

**Questions about the Buddy Holly Hall Volunteer Program?**

**Email Shawn Ward at [sward@buddyhollyhall.com](mailto:sward@buddyhollyhall.com)**