



General Instructions for Habitat Construction Volunteers

1. Work shifts are 9:00am to 4:00pm (with a lunch break), Tuesday to Saturday. **Please arrive by 8:45am to sign in.** Give your completed 2011 Release & Waiver of Liability form and introduce yourself to the construction staff. Because work crews are formed during the first 15 minutes, volunteers arriving late may be asked to reschedule.
2. In case of inclement weather, please check the volunteer blog on our website first: <http://www.habitatgnhvols.blogspot.com/>. If you still have questions, you may call the construction manager after 7:00am at (203) 410-0353.
3. Please be aware of NO PARKING signs. If you park where you shouldn't, your car may be ticketed or towed! This has happened.
4. Plan to stay for the entire day. If you must leave early, please inform the Volunteer Coordinator or Construction Supervisor ahead of time.
5. Introduce yourself to your fellow volunteers.
6. Wear clothing appropriate to the weather and working conditions. Your clothes may get stained and soiled. Wear hard-soled shoes. **Absolutely no sandals or open-toed or open-backed shoes, no Birkenstocks, clogs or crocs!**
7. For safety reasons, use of cell phones/text messaging must be during a break only.
8. Tools are provided on site, but feel free to bring your own tool belt equipped with hammer, tape measure, pencil, etc. We recommend bringing only items that can be kept on your person. Put your name on your tools with a Sharpie pen to avoid losing them. Bring work gloves if you have them.
9. Bring lunch and beverages. Lunch is a great time for fellowship with other volunteers and future homeowners.
10. Do your work with care. This will be someone's home.
11. Remember that driving nails is but a small part of building a house. Be willing to perform other tasks asked of you.
12. **Always put safety first for yourself and others.** Do not feel obligated to perform tasks that seem too complicated or dangerous for you.
13. **When in doubt about a task, ask the construction manager!!!**
14. **Return all Habitat tools, gloves, safety masks, etc. to their proper place at the end of the day.**
15. Please leave time for clean up on the job.
16. Be sure to gather all your belongings before leaving the site.
17. If you have any comments or suggestions about the work site, feel free to share them with Habitat's Volunteer Coordinator (203-785-0794).
18. Enjoy yourself! You are doing something invaluable for someone!