



General Instructions for Habitat Construction Volunteers

Work shifts are from 9:00am to 4:00pm, Tuesday to Saturday. If the construction management team is late, please remain at the site for 15-20 minutes. You may also call the office at 785-0794 to request instructions.

2. In case of inclement weather, please call the construction manager in the morning. The number is 410-0353.
3. Please be aware of NO PARKING signs. If you park where you shouldn't, your car may be towed! This has happened.
4. Please arrive promptly at 9:00am. Work crews are formed within the first 15 minutes. Volunteers arriving late may be asked to reschedule.
5. Upon arrival at the site, you must sign in and sign the Release and Waiver of Liability form.
6. Plan to stay for the entire day. If you must leave early, please inform the Volunteer Coordinator or Construction Supervisor ahead of time.
7. Introduce yourself to your fellow volunteers.
8. 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!**
9. 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 gloves if you have them.
10. Bring lunch and beverages. Lunch is a great time for fellowship with other volunteers and future homeowners.
11. Do your work with care. This will be someone's home.
12. Remember that driving nails is but a small part of building a house. Be willing to perform other tasks asked of you.
13. **Always put safety first for yourself and others.** Do not feel obligated to perform tasks that seem too complicated or dangerous for you.
14. **When in doubt about a task, ask the construction manager!!!**
15. **Return all Habitat tools, gloves, safety masks, etc. to their proper place at the end of the day.**
16. Please leave time for clean up on the job.
17. Be sure to gather all your belongings before leaving the site.
18. If you have any comments or suggestions about the work site, feel free to share them with Habitat's Volunteer Coordinator (785-0794).
19. Enjoy yourself! You are doing something invaluable for someone!