

# Volunteer Guidelines

*Review and distribute these guidelines to volunteers ahead of time in preparation for your time on site.*

## The Basics

Volunteering with Twin Cities Habitat is fun! No construction experience is required and no one is asked to do anything they're not comfortable doing.

Volunteering is a full-day commitment, from 8:30 a.m. to 3:30 p.m. for homebuilding and 8:30 a.m. –4 p.m. for A Brush with Kindness. Please arrive on time, check in with the Site Supervisor, and plan to work the entire shift. There are breaks in the morning, at lunch, and in the afternoon.

## Health & Safety

Help keep our staff and volunteers healthy. These guidelines are to ensure a healthy volunteer environment, prevent the spread of illness among volunteers and staff, protect the well-being of all participants, and contribute to a safer workspace.

- Volunteers are encouraged to prioritize their health and the health of others. If you're feeling unwell, or exhibiting symptoms of illness, please stay home. If symptoms begin during your volunteer shift, please notify your supervisor, and then go home.
- These preventive measures are suggested:
  - Wash hands frequently
  - Use hand sanitizer
  - Practice good respiratory hygiene
  - Consider getting vaccinated for preventable illnesses

Be up-to-date with your tetanus vaccine. Adults need a booster every ten years. Alert the people you are working with if you have a medical condition Habitat should be aware of (allergies, asthma, heart problems, etc). There is a first aid kit on every site.

## Food & Snacks

Lunch, beverages, and snacks will be provided.

## What to Bring

- Lunch and snacks
- Sunscreen as appropriate
- Reusable water containers
- Work gloves
- Tools and equipment will be provided (you are responsible for any personal tools)
- Signed liability waiver (if under 18 years old)
- Personal protective equipment (ie. face mask/respirator). One can be provided if you don't have one.

## What to Wear

- Comfortable clothes that can get dirty
- Dress for the weather and wear layers
- A pair of work gloves
- Hat and/or sunglasses as appropriate
- **Sturdy closed-toe shoes\* with a thick sole**

\* Volunteers without proper footwear will be sent home.



**Join us!**

Make a serious impact.





Contact your Engagement Associate with any questions, or for complete details on any of our volunteer opportunities.

### **Homebuilding**

Volunteers help build a new home or rehab an existing one. Sites can have up to 12 volunteers on site in order to maintain safe social distancing practices. Build days are available Monday through Friday during the spring and summer, and Tuesday through Saturday during the fall and winter. All shifts are 8:30 a.m. to 3:30 p.m.

### **A Brush with Kindness**

Volunteers preserve homeownership, helping homeowners maintain and repair their homes. Most work is done April through October. Projects typically require one to five days to complete. No more than 10 volunteers per shift. All shifts are 8:30 a.m. to 4:00 p.m.

### **ReStore**

There can be a maximum of 8 volunteers per shift. Two four-hour shifts are available Tuesday through Friday and two three-hour shifts on Saturday. Duties include, but are not limited to, organizing donations, helping to manage show room floor inventory, and cleaning up around the store.

### **Youth**

*All youth 18 and under will require a parental waiver.*

#### **CONSTRUCTION**

- Youth under 16 are not allowed on construction sites.
- One adult (21 and up) is required for every four 16–18 year-olds.

#### **RESTORE**

- Youth under 14 are not allowed to volunteer at ReStore.
- One adult (21 and up) is required for every group of four 14–15 year-olds.