



Construction Volunteer Information

Construction volunteers may choose from these days and times:

A. Tuesdays, Wednesdays and Thursdays from 8:30 a.m. – 3:30 p.m.

- To volunteer for a weekday shift call or email **Director of ReStore Operations and Volunteer Services Michaelyn Denny** at 269.344.2443. ext. 204, vc@habitatkalamazoo.org.
- On the day you are scheduled to volunteer, call the Habitat warehouse at 269-553-1860 to determine where the crew will be working on this day. You will report directly to the site.

B. Saturdays from 8:30 a.m. – 3:30 p.m.

- We welcome all volunteers but volunteers must sign up in advance and space is limited.
- On Saturdays, meet at our Habitat warehouse, 1718 Fulford (corner of Fulford and Reed Street). Please be there 15 minutes before your start time. Please complete the Volunteer Release and Waiver prior to arrival and bring it with you.

Directions to the warehouse: Turn east off Portage Road onto Reed Street and travel five blocks to Fulford. Our warehouse is the blue building on the northwest corner of Fulford and Reed.

Important information:

1. Every volunteer must provide a Volunteer Waiver and Release form to the site supervisor on the day you volunteer.
2. All volunteers must provide their own transportation to and from work sites.
3. All construction volunteers must be at least 16 years old.
4. All the tools and equipment you'll need will be provided. Feel free to bring your own hand tools (tape measure, hammer, utility knife, etc), but make sure you label everything.
5. Wear clothing that you don't mind getting dirty. Layers are usually best for the varying weather over the course of the day. Wear hard soled shoes or boots if you have them. **All shoes must be closed-toe.**
6. We take two breaks during the day. Lunch is from noon – 1 pm. If you are working the morning and afternoon shifts, you may bring your lunch or leave the site for the lunch period.
7. If you are volunteering with us to fulfill a community service requirement, you must complete volunteer orientation in advance. It is your responsibility to keep track of your hours. **Make sure you have someone sign your sheet on the day you volunteer.**
8. Notify a site supervisor before you leave for the day.
9. When you complete a task, ask a supervisor for another one. There is always something to do!
10. No alcohol or drugs are allowed on any Habitat for Humanity site at any time.
11. Anyone under the influence of alcohol and drugs will be asked to leave.

For Your Comfort:

- Dress for the weather: wear layers in case of weather changes or moving between inside and outside work.
- Bring drinking water and stay hydrated. Habitat will provide drinking water as well
- Please bring sunscreen to protect your skin all year around.

For Your Safety:

- Volunteers must follow Habitat safety procedures and the directions of site supervisors at all times.
- Please tell the site supervisor if you have and physical limitations, allergies, asthma or special needs.
- If something looks dangerous, it probably is. Think twice.
- Ask for more instruction or clarification if you have doubts about doing anything.
- Don't leave tools or materials where they can fall or be tripped over.
- Don't stand under other workers where something could fall on you.
- Don't throw things out a window or off a roof without ensuring the area below is clear.
- Wear your hard hat if there is work overhead.
- Watch out for building materials and rough ground to avoid tripping.
- Stay clear of others when you are carrying materials.
- Don't overload a roof or scaffolding.
- Don't use a power tool unless you know how.
- Don't walk on unsupported scaffolding.
- Make sure ladders are firmly anchored at the base.
- Don't put together makeshift ladders or platforms.
- Wear eye protection at all times and ear protection when working with power tools.
- Wear closed shoes with sturdy soles.
- Wear long pants to protect your legs.
- Gloves protect your hands.

Contact Information

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