



Thank you for your interest in Bryan/College Station Habitat for Humanity and for taking part on the construction site! There is something for everyone if you are willing to learn and enjoy working with others. Volunteers are organized into small groups (i.e., Crews), led by Crew Leaders who are volunteers with construction knowledge and experience. Keep in mind that the most important thing is a positive attitude, enthusiasm, flexibility and a sense of humor. Sometimes the tasks volunteers are assigned aren't glamorous but include some other tasks typical of any construction site such as cleaning. Whatever the activity may be, it is essential to the success of the build. Each piece fits together to ensure the final outcome is an amazing one.

What You Need to Know to Have a Great Build Day:

Arrival/Departure: Building takes place Tuesday-Saturday. Tuesday-Friday volunteers participate during one of three shifts: 8AM-12PM; 12:30PM-5PM; or 8AM-5PM. On Saturday volunteers participate 9AM-2PM. If you are working on a wall raising or shingling project on a Saturday your shift may be 8AM-12PM or 12:30PM-5PM. Please arrive 15 minutes early on your first day. If you are unsure about your shift time please check with your group leader or with the Volunteer Coordinator to confirm your schedule. If you need to leave early, you must notify your Crew Leader and at least one staff person so that Habitat can account for everyone scheduled for the day.

To cancel your shift: If you are registered with a group, please contact your group leader. If you registered individually, please cancel your registration online through Volunteer UP! or email Dena Freeman, Director of Volunteer Programs at volunteer@habitatbcs.org

If you arrive late or forget to pre-register, the Director of Volunteer Programs will do her best to find a role for you. There may be, however, some days when volunteers cannot be accommodated unexpectedly for reasons of safety, quality, and fun.

Shift Cancellation: Shift cancellation is rare because we do build throughout the year and in all kinds of weather conditions! However, if there is a cancellation you will be contacted by e-mail. For up to date site cancellation information you can call the Habitat office at 979-823-7200 ext. 7

What to Bring:

Volunteer Information Form

All new volunteers MUST complete a Volunteer Information Form that includes a liability waiver. A copy of this form is available on Volunteer UP!, the Habitat website (www.habitatbcs.org), or on the work site. Please fill it out and bring it with you to the build site. If not, please fill one out when you arrive. Please see the Safety Information regarding minors and the work site.

Clothing

What to wear? BCS Habitat builds rain or shine so dress for the weather and wear layers that you can add/remove. Loose, comfortable clothing that you don't mind getting dirty is recommended. In the summer, sunscreen is recommended and it is a good idea to wear long pants to minimize splinters and scrapes.

Foot wear

ALL volunteers MUST wear closed toe shoes to the construction site. Sneakers or boots with thick soles are preferable. No sandals or other open toed shoes are allowed!

Meals

Water is on site and available for volunteers throughout the day. Habitat will also provide lunch for all working volunteers. You are welcome to bring your own food and refreshments. Lunch is not provided for crews that begin work after 12 PM.

Safety Gear

1. *Foot wear*-All volunteers must have on closed toe, thick sole boots or sneakers. If you do not have these items they can be purchased at Wal-Mart or Payless shoes.
2. *Hard Hats and Work Gloves*-Hard hats are available on site for volunteers. Gloves are also provided but feel free to bring your own if you wish. You may be asked to wear these items by the Crew Leader, please comply with their requests.
3. *Safety Glasses and Masks*-These are provided if required for the tasks, although again, feel free to bring your own if you wish.
4. *Tools*-All tools are provided; please do not bring your own tools.
5. *Valuables*-there is no place to store personal belongings; please leave valuables at home.

Safety

Your safety comes first! At the beginning of your build day, the volunteer and construction staff will review safety on the build site. It is important that you are present for this information. If you arrive late, please review a copy of the safety guidelines available on site. During the day, if at any time you do not feel comfortable with a particular assignment, speak to your Crew Leader or staff person.

Youth

No youth under the age of 16 are permitted on the Habitat construction site unless scheduled to work on a special project (i.e. landscaping, painting) arranged by the Director of Volunteer Programs or Construction Coordinator. Youth ages 16-18 may not operate power tools, climb onto ladders, or work on the roof. Youth under the age of 18 must have permission from their parent or guardian and work with an adult with whom they arrive.

Parking

There is limited parking available on the job site. Please arrange a car pool with other group members if possible. You may park on the street in the same direction as the flow of traffic. Please do not block any driveways.

We appreciate your desire and commitment to volunteer with us! Volunteers are the reason we are successful building homes and hope. We look forward to seeing you on the build site. From our partner families and Habitat staff, thank you so much. And won't you please consider joining us again?

Dena Freeman,
Director of Volunteer Programs, Bryan/College Station Habitat for Humanity