



Volunteer Guidelines

Home Repair Work Project(s)

The scope of work for each volunteer or team of volunteers will be dependent upon the skill level, supervision, and time available for your service project. The information provided will enable us to schedule meaningful work that is consistent with our mission and your skill level.

Adult Teams: For every 7 unexperienced volunteers over the age of 18, we ask for 1 experienced leader per team.

Adult/Minor Teams: For every 4 unexperienced minor volunteers, we ask for 1 experienced leader/supervisor.

Home Repair Volunteer Age

We require that all volunteers have completed the 10th grade prior to your work/serve date. While we have some home repair projects that younger volunteers can perform, these are not our standard projects. In the event you or any on your team of volunteers have not completed the 10th grade, please contact the HDR Volunteer Coordinator to discuss the types of projects available during your travel dates.

Liability Waiver

We require that every volunteer read and acknowledge the online Liability Waiver and if the volunteer is a minor, the waiver must be acknowledged by their parent or legal guardian. This must be done before we can place the volunteer on a project site.

Photo ID

Each volunteer over the age of 18 is required to provide a state issued photo ID. Volunteers who are minors and do not have a state issued ID may provide a school issued photo ID.

Transportation

Your transportation to and from the area to work/serve and during your stay is your responsibility. If you find you need assistance with transportation, please communicate with the HDR Volunteer Coordinator.

NOTE: If you are traveling with a team, it may be helpful for you to bring a trailer for transporting tools and materials as needed.

Clothing Requirements

Footwear: Closed toe shoes are required. Sandals, flip flops, and open toe shoes are not allowed.

Pants: Long pants are required. Shorts, yoga pants, or pants with excessively thin material are not allowed.

Shirts: Short sleeve T-shirts are allowed in most situations. Tank tops are not allowed.



General Volunteer Health and Safety

- Use insect repellent and sunscreen with a minimum of 30 SPF.
- Always lift with the knees bent.
- If you have asthma, respiratory allergies or other breathing conditions, do not work/serve in areas where you may inhale particulates and/or require a respirator.
- Avoid contact with hazardous chemicals, downed power lines and energized electrical circuits.
- Be aware of unstable structures, uneven surfaces, broken glass, nails and other protruding objects.
- Use caution when working at heights or on steep roofs.
- Be aware that homes built prior to 1980 may contain asbestos. If you suspect asbestos is present, please notify the Site Supervisor/Team Leader.
- Report any accidents promptly to your Site Supervisor/Team Leader.
- If there is a medical emergency, please call 911. (Know your site address.)
- Daily cleanup of the work/serve site is essential. The last 30 minutes of each day should be devoted to clean up time.
- Know your limits! If you are not comfortable doing a task, talk to your Site Supervisor/Team Leader.

Required Volunteer Protective Gear

- Safety Glasses
- Work Gloves
- Dust Mask

Recommended Team Tools for General Repair

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| Cordless Drill or Screw Gun | Pry Bar |
| Rotary Cutting Tool with bits | Staple Gun |
| Sheetrock T-Square (4 ft) | Corner Bead Roller |
| Mud Pan – (12" x 14") | Putty Knives – 6", 8", 10" |
| Taping Knives – 8", 10", 12" | Tape Measure |
| Utility Knife | Carpenters Pencil |
| Dry Wall Sanding Block | Sanding Paper |

Recommended Team Tools for Carpentry

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| Hammer | Level |
| Jig Saw | Circular Saw |
| Miter Saw | Miter Box and Handsaw |