



General Information for Construction Volunteers

First and foremost, thank you for your interest in volunteering with Habitat for Humanity! We are delighted that you have taken this step to learn more about how you can support us as we partner with people from all walks of life to provide low-income families new hope in the form of simple, decent, affordable housing.

The ultimate purpose of Habitat for Humanity is to make poverty housing and homelessness become socially, politically, and religiously unacceptable in today's world. It is our hope that you will join us in this spirit of partnership and that your efforts with Habitat for Humanity will prove enjoyable and fulfilling. Since Habitat for Humanity is a volunteer-driven organization, we rely on volunteers like you to help families in need realize the dream of owning a decent, affordable home. From working on our construction sites, running our committees, and helping in our ReStore, volunteers greatly impact every facet of our organization.

Please use the following URL to access Habitat for Humanity of Kanawha & Putnam's volunteer construction schedule: <http://hfhkp.volunteerhub.com>

- Safety is our primary concern! You must wear a hard hat and safety glasses in designated areas. Safety gear will be provided to you.
- We begin our workday at 8:00 am. Please be prepared to start promptly. There is a break at 10:00 am; lunch is from 12:00 until 12:30 and an afternoon break at 2:00.
- Cleanup begins at 3:30 and work is over 4:00.
- Ask the site supervisor if you are unsure or concerned about a situation or procedure.
- Report unsafe behavior to the supervisor, before a serious problem occurs.
- Report any and all injuries to the site supervisor no matter the severity. There is a first aid kit available. If the site supervisor is not immediately present, please report the injury to the on-site Competent Person.
- Many, many tasks are required to build a house. You may be busy at times and be waiting at other times. If you are serious about volunteering, be ready to accept any tasks that you are capable of doing. Trenches need dug and debris needs cleaned up. Every task is important to the completion of the house!
- Each site will be supplied with a Port-a-John.
- If you have idle time, keep well back from construction activity but be available if needed.

Please plan to help us clean up the site at the end of your volunteer day.



Before the Build – What to Do and Bring

Call our Volunteer Hotline - 304-881-0330

Call our Volunteer Hotline the morning of your volunteer day to hear an up-to-date message regarding your volunteer day. Any location changes or weather delays will be reported on the hotline.

Clothing

Habitat builds in rain, snow 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 highly recommended and it is a good idea to wear long pants to minimize splinters and scrapes. Work boots are preferable to sneakers. Nails and sharp objects can penetrate rubber soles. Sandals, flip-flops and crocs are prohibited, no exceptions! Dust and dirt at the site make glasses preferable to contact lenses. We require safety glasses in designated areas. We also provide hard hats that must be worn in designated areas. We cannot always provide work gloves. If you need them, please bring a pair.

Meals

Water is provided and available throughout the day. Lunch is from 12:00 – 12:30 and is not provided. If you know of a group that would like to get involved in providing donated lunches, ask them to call 304-720-0141.

Tools

Habitat provides all of the tools needed. Each tool is inspected daily for your safety. Do not bring your own tools.

Illegal drugs, alcohol, etc.

These are not permitted on the build site whatsoever. Anyone under the influence of such substances will be asked to leave immediately.

Valuables

There is no safe place to store personal belongings; please leave valuables at home. Habitat is not responsible for volunteer possessions on site. Please be careful with what you bring to the build – label everything to prevent losing personal property.

Release and Liability Wavier

All new volunteers are required to register on VolunteerHub. When a volunteer registers on the Hub an electronic wavier is created. The waiver is not a form that you can see or print, but an electronically stored signature.

Under 18?

Contact our office at 304-720-0141 ext. 11. Depending on the work being done, minors may not be permitted on the construction site at certain times. A parent or guardian is required to sign a liability waiver after a minor is approved to volunteer with Habitat. Each volunteer under 18 must have an adult present with them during their pre-approved volunteer day.



Directions to Habitat's Construction Site

Location: North Hills Drive, Charleston WV 25387

From the west / Huntington:

- Take I-64W toward Charleston
- Take the WV-25E exit, Exit 53, toward Dunbar
- Turn left onto WV-25/10th Street
- Turn left onto Dunbar Avenue/WV-25. Continue to follow WV-25
- Turn left onto 29th St. W (Grainger Industrial Supply will be on your left)
- Turn left at intersection
- Turn right onto N Hills Drive
- Stay on North Hills Drive to the very end. Park on the right side of the road.

From the east / Charleston:

- From I-64, heading East
- Take exit 58C toward US-60/Washington St
- Stay straight to go on to Bigley Ave
- Turn right onto Washington St. W
- Continue on Washington St. W
- Turn right on 29th St. (Grainger Industrial Supply will be on your left)
- Turn left at intersection
- Turn Right onto N Hills Drive
- Stay on North Hills Drive to the very end. Park on the right side of the road.

Please park at the top of North Hills Drive on the left. There is a gravel lot for vehicles.

The Construction Supervisor's name is Bill "Tiny" Hanshaw, and his cell phone is: 304-741-1161.