



100 Ways that YOU Can Help!

It's not just about swinging a hammer!

LEADERSHIP ON THE JOBSITE

1. Serve as a "House Leader" for one house
2. Serve as a "Crew Leader" for one house
3. Meet and greet volunteers

HOUSE CONSTRUCTION

4. Siding
5. Gutters and downspouts
6. Painting
7. Roofing
8. Landscaping
9. Drywall hanging
10. Drywall finishing
11. Finish carpentry
12. Cabinetry
13. Countertops
14. Site prep/Lot clearing
15. Excavation
16. Install windows/doors
17. Framing/rough carpentry/salvage
18. Clean up
19. Electrical
20. Plumbing
21. Heating and cooling
22. Floor covering
23. Poured/block basement
24. Concrete/Flatwork

CONSTRUCTION SUPPORT

25. Serve on the Construction Committee
26. Errand runner for construction days
27. Help organize tools
28. Facilitate professional contractor relations
29. Assist in build site assessment and feasibility
30. Seek donations of building materials and tools
31. Coordinate tool acquisition/management program

HOMEOWNER INVOLVEMENT

32. Serve as a family mentor
33. Help families understand homeowner duties
34. Monitor "sweat equity" compliance
35. Coordinate family liaison selection/training
36. Coordinate kick off and house dedication ceremonies
37. Help coordinate/facilitate orientation meetings
38. Recruit people to lead homeowner classes
39. Serve on Family Selection Committee
40. Help set up and coordinate Home Information Meetings
41. Recommend families for home ownership
42. Serve on Family Support Committee

"FRIEND RAISING"

43. Serve on Volunteer Relations Committee
44. Coordinate volunteer recognition events
45. Coordinate volunteer training and orientation
46. Schedule and recruit build crew lunch providers
47. Coordinate job site welcoming/assignments
48. Help recruit, schedule, and follow-up with volunteers
49. Take photos at events and construction sites
50. Promote Habitat activities within the community
51. Support local student-led charters

FUND RAISING AND DEVELOPMENT

52. Serve on the Development Committee
53. Assist in grant writing
54. Coordinate and plan special events
55. Coordinate corporate sponsorship of projects
56. Plan/develop/administer fundraising activities
57. Develop and carry out donor recognition activities

CHURCH RELATIONS

58. Serve on the Church Relations Committee
59. Help coordinate church relations activities
60. Coordinate church sponsorships of projects
61. Maintain regular contact with one or more churches
62. Encourage Habitat activity within your own church

LEADERSHIP COMMITTEES

63. Volunteer Relations
64. Site Selection
65. Family Selection
66. Family Support
67. Resource and Development
68. Construction
69. Church Relations
70. Board of Directors
71. Public Relations/Communication

HOUSE PROPERTY SELECTION

72. Serve on the Site Selection Committee
73. Drive a designated area periodically to look for property
74. Research average property costs in designated areas.
75. Maintain records of current property costs.
76. Maintain a list of potential property options.

OFFICE WORK

77. Data entry
78. Update and maintain database
79. Office cleaning and recycling
80. Make copies, phone calls and general office duties
81. Work on bulk mailings and direct mail campaigns

HOMEMART SUPPORT

82. Serve as a clerk in the HomeMart
83. Pick up donations
84. Salvage crew
85. Solicit donations
86. Assist in advertising
87. Price merchandise
88. Assist with special promotional sales

GIVE A GIFT TO HELP BUILD HOUSES

89. Sponsor a house—and provide volunteers
90. Co-sponsor a house—and provide volunteers
91. Purchase something from HomeMart
92. Tool trailer, flatbed truck, or pick-up trucks
93. Donate corporate team-building employee hours
94. Building materials or sub-contracted work/labor
95. Copy paper and other office supplies
96. Make a donation of any amount
97. Printing costs
98. Postage for a mailing
99. Signage sponsor
100. Pray for our goal of wiping out poverty around the world

There are different kinds of gifts, but the same Spirit. There are different kinds of service, but the same Lord. There are different kinds of working, but the same God works all of them in all men.

--1 Corinthians 12:4-6

Volunteer Opportunities

The work of Habitat is only possible through the work of our volunteers. Depending on your skill and interests, we have a place for you! There are so many facets to Habitat that you are sure to find something that fits both your schedule and your interest!

Construction Volunteers

- Construction takes place throughout the week and on Saturdays.
- House leaders develop a schedule of workdays and tasks for each build. Please understand that these are subject to change due to weather or other unforeseen circumstances!
- Both individuals and groups are welcome and can be scheduled with the volunteer coordinator for each build.
- Volunteers do not need any construction experience---just a willing attitude! Our house leaders will prepare you for any task that you undertake and you can learn a new skill!
- Volunteers must be at least 16 years old to be on-site and everyone must sign a waiver before working.
- We are always looking for CREW LEADERS who would lead small groups of volunteers in specified tasks.
- Please see pgs. 10-11 for more details about construction volunteering.

HomeMart Volunteer Opportunities

- Construction volunteers to help build offices and reconfigure space in new location
- Volunteers needed to help with administrative, checkout, inventory and other needs of store

Mentors

- Individuals needed to mentor our partner families. Home ownership is a new process for most of our homeowners---you can help them understand what owning a home entails while serving as a liaison between the affiliate and partner family.

Other ways to get involved!

- ✓ Office volunteer
- ✓ Donations
- ✓ Youth groups can hold fundraisers, provide lunches on the work site, and other events throughout the year

Interested in the “Behind the Scenes” Work?

We would love to have your participation in one or more of the committees that we offer. Homes cannot be built without a lot of “behind the scenes” work. You can assist the fundraising strategies, partner with a Habitat homeowner, review applications for housing, plan construction, evaluate future Habitat sites....and much more! Our committees typically meet once a month. The following is a list of committees for you to serve on:

- ✓ Family Support
This committee helps to bridge the gap between the affiliate and homeowners. Members are responsible for carrying out the mentor program and developing homeowner classes to cover basic topics such as maintenance, budgeting, etc.
- ✓ Construction
This committee works with the construction leaders to discuss building plans, procedures and to organize a building plan for the worksite.
- ✓ Volunteer Development
This committee works with all facets of our volunteers from recruitment to recognition. This committee also works to place volunteers in the “best fit” role within the organization.
- ✓ Family Selection
This committee reviews applications, conducts interviews, and selects new families into the program.
- ✓ Fundraising/Development
This committee is responsible for researching, developing, fundraising, and implementing events and/or programs to raise funds and seek home sponsorships for Siskiyou County Habitat for Humanity. The committee seeks out donors of all types: church, individual, and corporate.
- ✓ Communication/Promotion
This committee assists on the public relations end of the organization. Its members help to promote the purpose of Habitat and also notify the community of happenings and volunteer opportunities within the organization.
- ✓ Church Relations
This committee serves as a liaison among local churches and the Habitat affiliate. Duties might include developing relationships, garnering donations/sponsorships, and promoting the ministry to congregations.

CONSTRUCTION VOLUNTEERING GUIDELINES

Volunteers come together each year to help Siskiyou County Habitat for Humanity build homes—nail by nail, board by board! Our work would not be possible without the support of volunteers!

Types of Construction Volunteering

Siskiyou County Habitat for Humanity welcomes those volunteering on an individual basis as well as those volunteering as part of a Build Group. We encourage volunteers to attend an orientation session that will review important safety guidelines and answer any questions you may have. All Build Groups are encouraged to fund-raise in conjunction with volunteering. Siskiyou County Habitat for Humanity welcomes groups from any organization; Build Groups commonly hail from corporations, faith-based communities, schools, non-profits, alumni associations, and any other professional association.

Schedule

House leaders develop a work schedule for each house but construction typically takes place each Saturday and also throughout the week, typically Tuesday and Thursday. Work begins promptly at 8:30 and usually finishes around 3:30.

What to Bring

Volunteers need to bring a lunch and any snacks or drinks that they may want. (Groups may want to seek volunteers from within their organization to prepare and bring a group lunch.) Volunteers are required to bring work gloves and a **signed** Individual Volunteer Waiver of Liability Form and a Volunteer Information Form for Keystone which should be given to the Construction Staff at the start of the build day. Waiver of Liability forms need only to be submitted once every twelve months. If you do not have a signed form, you will be asked to complete one upon arriving at the site. We suggest that volunteers follow the weather report and bring things appropriate for the day - rain gear, sunscreen, insect repellent, hats, or extra layers of clothing may be useful things to have with you.

What does Siskiyou County Habitat for Humanity provide?

Portable toilets, drinking water, tools, and a first aid kit.

Type of Work

Volunteers work on nearly every facet of home construction, helping with dozens of tasks ranging from framing to insulation, to sheetrock to siding, to trim work to painting, to landscaping. Volunteers do not need to have any prior experience in construction. The Volunteer Coordinator is able to let volunteers know what tasks are scheduled for their Build Day so that they may plan accordingly.

Age Requirements

For safety reasons, construction volunteers must be at least sixteen (16) years old. Sixteen and seventeen year-olds are permitted on-site only if accompanied by an adult chaperone and must include a parent or guardian's signature on their Volunteer Release and Waiver of Liability Form.

For every four 16 and 17 year old volunteers, we ask that there is at least one adult chaperone responsible for them on site volunteering. The Construction Staff will not be considered chaperones. Additionally, 16 and 17 year-olds are not allowed to operate any power tools, work or climb on a ladder, roof, or scaffolding, or participate in any other hazardous activity. There is no maximum age limit for volunteering, though we ask volunteers to keep in mind that construction work can be strenuous at times.

Dress Code

It is important to dress appropriately for the work being performed each day and for the weather. In general, comfortable, breathable, old clothing that you do not mind getting dirty is the most appropriate. We will do our best to let you know what kind of work to expect during your Build Day so that you can plan accordingly, though it is mandatory that volunteers wear closed-toes shoes (work boots are preferable) and pants. Shorts are allowed only for certain tasks on extremely hot days. Otherwise, long pants are required. Sandals are not permitted on a construction site. Volunteers are required to bring work gloves with them to the site. (Work gloves with leather palms are best.) Volunteers may want to bring along rain gear or extra layers of clothing depending on the weather. Please be respectful of everyone at the worksite by dressing modestly.

Weather

Depending on the nature of the work scheduled, Build Days may or may not be “weather permitting”. The Volunteer Coordinator will let volunteers know if the day is contingent upon the weather or not. If a Build Day is “weather permitting”, we ask volunteers to abide by the following policy: if it is raining in the morning, then assume the Build Day is cancelled. Habitat will make attempts to notify volunteers if the work day is cancelled. You are encouraged to get in touch with the Volunteer Coordinator to reschedule in the event of a weather-related cancellation.

Meeting the Partner Families

Habitat partner families are required to invest 300 hours on the construction site of their home and the homes of others (called sweat equity). Volunteers may have the opportunity to meet and work alongside the families, though we cannot guarantee any specific day.

Arriving On Site

After you arrive at 8:00 a.m., please look for the House Leader. Secondly, please sign-in using the binder provided at the site. If you have not brought a signed Volunteer Release and Waiver of Liability form with you, there will be a second binder at the site with copies available for you to read and sign. **Please listen to all directions from the construction staff so that the day goes as smoothly as possible.** Also, feel free to introduce yourself to others on-site - there are dozens of great volunteers on our sites each Build Day!

Safety Information

Siskiyou County Habitat for Humanity, together with our volunteers, share the responsibility for establishing and maintaining a safe work environment. Siskiyou County Habitat for Humanity will attempt to assure a safe work environment and to comply with federal, state, and local safety regulations. In turn, volunteers are expected to obey safety rules (wearing safety glasses and hard-hats for example) and to exercise caution in all volunteer activities. **If a volunteer does not comply with Siskiyou County Habitat for Humanity safety procedures, they will not be allowed to perform the activity or be asked to leave the site.** Volunteers are also asked to report any unsafe conditions to the House Leader right away. Any accident, which results in injury - regardless of how insignificant - must also be reported immediately to the House Leader.

We promise that you will:

Put in a hard day's work, break a sweat, meet some great people, and most importantly, help a family to achieve the goal of home ownership!