



## CONSTRUCTION FAQ

### **How can I become a construction volunteer?**

The first step to volunteering at our construction site is to attend a Volunteer Orientation. Volunteer Orientations are held on the second Tuesday of each month at 7:00pm at our office, located at 400 South Irwindale Avenue in Azusa. They are mandatory for all volunteers to attend *before* working with San Gabriel Valley Habitat for Humanity (SGVHFH), regardless of construction experience. Contact the Volunteer Coordinator for details or to discuss alternative options.

Construction volunteers also must fill out a Volunteer Information Form, read through the Safety Manual and complete the Volunteer Agreement and Release of Liability waiver. Volunteers must be scheduled on [VolunteerUP](#); alternatively, individuals may notify the Volunteer Coordinator by noon the day before they would like to serve.

### **Where do you build?**

Our service area includes 31 communities between Azusa and Glendale (east to west), and Sunland and the 60 freeway (north to south). We have built in Pasadena, Glendale, Duarte, El Monte and Monrovia; we've completed exterior repairs on existing homes in Temple City and Azusa.

### **What is the construction schedule?**

We work Tuesday through Saturday. On weekdays, our site is open from 8:00am until approximately 3:00pm. Saturdays are split into two shifts: 8:00am until 12:00pm and 12:00pm until 4:00pm.

Volunteers are expected to arrive by 8:00am (and/or by 12:00pm on Saturdays). Construction leadership will be there to greet you, collect any paperwork and help you sign in. An introduction, prayer and site orientation will be given as well as an outline of the day's task and a reminder of safety guidelines. Volunteers will be split up into smaller crews; each crew is assigned to a particular task.

### **What should I bring?**

Bring a completed Liability waiver to the site with you on the first day you are scheduled to work. Without this form, you will not be allowed to volunteer. You should also bring water, food and sunscreen — and a positive attitude! Tools and equipment will be provided by SGVHFH.

### **What should I wear?**

Wear clothes that are appropriate for construction work and weather conditions. Avoid wearing too tight or too baggy clothing. Shoes should have thick soles and be closed-toe. Open-toed shoes and other inappropriate footwear are not permitted on site.

### **Is there an age restriction?**

Yes. No one under 16 years of age is allowed on the construction site under any circumstance. Minors must have signed permission by their parent or guardian and must be accompanied an adult supervisor, preferably one with construction experience. The ratio of supervisors to minors must be 1:1 for 16 year olds and 1:5 for 17 year olds. SGVHFH is not responsible for providing supervision to minors.

**I do not have construction experience — how can I help?**

We welcome volunteers of all skill levels. Volunteering at our construction site is a perfect way to gain experience while helping a hard-working family in need.

**I have a lot of construction experience — how can I help?**

If you are experienced in a construction-related field and are comfortable leading a small group for the day, consider becoming a Crew Leader! This is extremely helpful to our construction staff and can be an excellent way to build your resume, network with other professionals and donate your expertise to a worthy cause.

**Who is considered “construction leadership”?**

The primary members of our construction leadership are our site supervisors, who are paid staff members responsible for planning the build days. Secondary members of our construction leadership are Crew Leaders and Hospitality Volunteers, who are trained volunteers. We rely on these people to help organize and lead our sites and volunteers, especially on Saturdays.

**Can I arrive late to the site?**

In order to keep the site running smoothly and safely, we require our volunteers to arrive on time. Any volunteers who arrive after the introduction may be asked to return at a break time (11:30am or 12:00pm) or to wait until a Crew Leader or site supervisor can train them.

**Are food and drinks provided?**

No, although on occasion there will be refreshments donated to the site. Due to the two-shift schedule on Saturdays, volunteers are expected to eat lunch before or after their time on site. If you would like to donate refreshments (snacks, drinks or lunch), please contact the Volunteer Coordinator.

**Will I be able to meet any of the homeowner families on site?**

All of our future homeowner families are required to spend 500 hours of “sweat equity” helping on the construction site, in our office or at our ReStores. Though it is not guaranteed that you will meet a homeowner family, it is highly likely due to their dedication to completing their homes, even after their 500 hours have been finished.

**What happens in case of an injury?**

SGVHFH takes safety very seriously. In the event of an emergency, construction leadership will notify the proper authorities and the injured person will be taken to the nearest hospital. For minor injuries, an on-site first aid kit is available. All volunteers must sign a Volunteer Agreement and Release of Liability, providing their medical information and agreeing to take responsibility of any injury incurred; this form will be kept on site at all times.

**Who can I talk to if I have more questions?**

Please contact the Volunteer Coordinator at [volunteernow@sgvhabitat.org](mailto:volunteernow@sgvhabitat.org) or 626-387-6899 x17 for more information or to sign up to volunteer. You can also check out our website at [www.sgvhabitat.org](http://www.sgvhabitat.org).