

# Group Volunteer Day Information

Below is basic information on a Group Volunteer Day with Habitat for Humanity Las Vegas.

We can accommodate up to 25 volunteers at a job site.

We host groups Tuesdays - Saturdays.

The work day is from 7:30 am - 2:30 pm.

## Habitat for Humanity Las Vegas will provide:

On-site supervision of the work site

Coordination of work groups by interest, skill level, type of work available

Volunteer group leaders (Red Shirts) to guide and supervise work groups

Work, gloves, tools and any building supplies required for the day

## Your group will provide:

A team leader to coordinate the build day

Volunteers

Transportation to and from the build site

Any refreshments and/or lunches, tents, etc. required by group

Feel free to bring your own tools, gloves, etc. if you have them.

*As team leader for your group, your next step is to register on line at [www.habitatlasvegas.org](http://www.habitatlasvegas.org) as an individual.*

After you have registered as an individual, please contact me at the email or phone number below to set-up a group day. You can then have your volunteers register online to build on that date.

One week prior, please call to confirm the exact number of volunteers signed up to build. You will then be given the any specific details on what your group is scheduled to work on.

The morning of the build, your group will need to be at the site by 7:30 am to begin on site check-in.

All volunteers should bring their completed liability waiver with them. **CLOSED TOED SHOES MANDATORY!**



To schedule your group date, please contact Bobbi Hardy at 638-6477 ext. 21 or [bobbi@habitatlasvegas.org](mailto:bobbi@habitatlasvegas.org)

## Group Volunteer Information Sheet

Build day requested: \_\_\_\_\_

Project: \_\_\_\_\_

Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Group Contact Name: \_\_\_\_\_

Team Leader #1: \_\_\_\_\_

Team Leader #2: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Number of Volunteers in Group: \_\_\_\_\_ (Maximum 25)

Special Skills: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please check our events calendar at [www.habitatlasvegas.org](http://www.habitatlasvegas.org) to check group build availability. Any day that has a group name on it has already been reserved. Once you have selected a date, please complete this form and send it back to [bobbi@habitatlasvegas.org](mailto:bobbi@habitatlasvegas.org) or fax it to 702-638-6478. Once your date has been confirmed an online registration will be set up for your group to register its volunteers.

## **CONSTRUCTION SITE RULES**

Volunteers must have a current signed waiver on file before volunteering on site.

Our insurance does not permit anyone under age 16 to volunteer on the construction site while construction is underway. Younger volunteers are encouraged to volunteer in the Re-Store, non-construction areas or Youth United.

Youths 16-17 years old are not allowed on a roof or to operate power tools.

## **LUNCH/REFRESHMENTS**

Unless you have been told by your group leader that lunch will be provided, you should plan to provide your own lunch. Water will be provided on site.

## **CONSTRUCTION SAFETY**

The job site is a crowded place with activity everywhere. In this environment, please be aware of safety at all times. You are responsible for your own safety as well as the safety of others. If you see something unsafe, please mitigate the problem or notify your Crew Chief. **No one younger than 16 years of age is permitted on the job-site while construction is underway.**

**Dress with safety in mind** - Clothes should fit comfortably, but should not be baggy. Long sleeves should be buttoned. Pull back long hair. Do not wear jewelry. Work boots or hiking boots are best, but thick soled athletic shoes are acceptable. **No open shoes/sandals allowed.** Hard hats are required at all times. Wear eye protection when operating power tools.

**Before working, survey the area** - Look on the ground and overhead for obstacles. Be especially careful when carrying long objects; know where ends are going. Watch for holes and slippery conditions.

**Tools** - Always follow specific directions from The Construction Supervisor or Team Leaders regarding the use of tools. Don't pull knives toward you or anyone else. Use gloves when instructed. We provide tools for our volunteers, but if you choose to bring your own, please mark them with your name and keep them with you throughout the day.

**Power tools** - Before operating any power equipment, always seek instruction from the Construction Supervisor or Team Leader. Inspect the cords, outlets and blades before using. Do not disable any safety features. Unplug prior to adjusting. Keep fingers away from moving parts. Ensure that power cord is out of cutting area. No one under 18 may use power tools.

**Roof and ladders** - Exercise caution when using ladders. Use a partner to steady a ladder. Place on a stable surface and take the time to move the ladder rather than leaning out too far. When working on the roof, move slowly and carefully. Never lay anything down on pitched roof. Be careful with tools and other objects so that they do not fall off and injure someone. Falling objects are a major cause of injury on the construction site. Be aware of people working above and below you. No volunteer (or family member) under 18 may be on a roof.

**Maintain good housekeeping** - A clean worksite is essential to your safety. You are responsible for disposal of personal refuse, including water bottles, lunch remains, etc. Please place trash in large dumpsters. Remove nails from scrap lumber. All jobsites need to be left clean at the end of the day.

**Lifting and carrying** - When lifting, stand close to the load, bend your knees, grasp firmly, and then lift by straightening your legs. Keep your back straight and your body vertical. Get help with heavy or long loads.

**Flexibility is important** - Remember that we run on volunteer power. Our houses are at various stages of construction. You may be assigned to a task that you were not expecting. If you are ever uncomfortable performing a task, let your crew leaders know immediately.

**Volunteers must sign a waiver before participating in construction. Volunteers should carry medical identification and emergency contact information on the jobsite.**

**Habitat for Humanity Las Vegas, Inc.  
Release and Waiver of Liability**

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "Release") is executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_ (the "Volunteer") in favor of Habitat for Humanity International, Inc., a non-profit corporation, and Habitat for Humanity Las Vegas, Inc., a Nevada non-profit corporation, their directors, officers, employees, and agents (collectively, "Habitat").

The Volunteer desires to work as a volunteer for Habitat and engage in the activities related to being a volunteer (the "Activities"). The Volunteer understands that the Activities may include constructing and rehabilitating residential buildings, working in the Habitat offices, and living in housing provided for volunteers of Habitat.

The Volunteer hereby freely, voluntarily, and without duress executes this Release under the following terms:

**Release and Waiver.** Volunteer does hereby release and forever discharge and hold harmless Habitat and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from Volunteer's Activities with Habitat.

Volunteer understands that this Release discharges Habitat from any liability or claim that the Volunteer may have against Habitat with respect to any bodily injury, personal injury, illness, death, or property damage that may result from Volunteer's Activities with Habitat, whether caused by the negligence of Habitat or its officers, directors, employees, or agents or otherwise. Volunteer also understands that Habitat does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness.

**Medical Treatment.** Volunteer does hereby release and forever discharge Habitat from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's Activities with Habitat.

**Assumption of the Risk.** The Volunteer understands that the Activities include work that may be hazardous to the Volunteer, including, but not limited to, construction, loading and unloading, and transportation to and from the work sites.

Volunteer hereby expressly and specifically assumes the risk of injury or harm in performing the Activities and releases Habitat from all liability for injury, illness, death, or property damage resulting from the Activities.

**Insurance.** The Volunteer understands that, except as otherwise agreed to by Habitat in writing, Habitat does not carry or maintain health, medical, or disability insurance for any Volunteer.

**EACH VOLUNTEER IS EXPECTED AND ENCOURAGED TO OBTAIN HIS OR HER OWN MEDICAL OR HEALTH INSURANCE COVERAGE.**

**Photographic Release.** Volunteer does hereby grant and convey unto Habitat all right, title, and interest in any and all photographic images and video or audio recordings made by Habitat during the Volunteer's Activities with Habitat, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

**Other.** Volunteer expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Nevada, and that the Release shall be governed by and interpreted in accordance with the laws of the State of Nevada. Volunteer agrees that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release which shall continue to be enforceable.

IN WITNESS WHEREOF, Volunteer has executed the Release as of the day and year first above written.

VOLUNTEER \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ (H) \_\_\_\_\_ (w) \_\_\_\_\_

**Habitat for Humanity Las Vegas, Inc.  
Release and Waiver of Liability for Minors**

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "Release") is executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, a minor child (the "Volunteer"), and \_\_\_\_\_, the parent having legal custody and/or legal guardian of the volunteer (the "Guardian"), in favor of Habitat for Humanity International, Inc., a non-profit corporation, and Habitat for Humanity Las Vegas, Inc., a Nevada non-profit corporation, their directors, officers, employees, and agents (collectively, "Habitat").

The Volunteer and Guardian desire that the Volunteer work as a volunteer for Habitat and engage in the activities related to being a volunteer (the "Activities"). The Volunteer and the Guardian understand that the Activities may include constructing and rehabilitating residential buildings, working in the Habitat offices, and living in housing provided for volunteers of Habitat.

The Volunteer and Guardian hereby freely, voluntarily, and without duress execute this Release under the following terms:

**Release and Waiver.** Volunteer and Guardian do hereby release and forever discharge and hold harmless Habitat and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from Volunteer's Activities with Habitat.

Volunteer and Guardian understand that this Release discharges Habitat from any liability or claim that the Volunteer or Guardian may have against Habitat with respect to any bodily injury, personal injury, illness, death, or property damage that may result from Volunteer's Activities with Habitat, whether caused by the negligence of Habitat or its officers, directors, employees, or agents or otherwise. Volunteer and Guardian also understand that Habitat does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness.

It is the policy of Habitat that children under the age of 16 not be allowed on a Habitat worksite while there is construction in progress. It is further the policy of Habitat that, while children between the ages of 16 and 18 may be allowed to participate in construction work, ultra hazardous activity such as using power tools, excavation, demolition or working on rooftops is not permitted by anyone under the age of 18.

**Medical Treatment.** Volunteer and Guardian does hereby release and forever discharge Habitat from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's Activities with Habitat or with the decision by any representative or agent of Habitat to exercise the power to consent to medical or dental treatment as such power may be granted and authorized in the Parental Authorization for Treatment of a Minor Child.

**Assumption of the Risk.** The Volunteer and Guardian understand that the Activities may include work that may be hazardous to the Volunteer, including, but not limited to, construction, loading and unloading, and transportation to and from the work sites.

Volunteer and Guardian hereby expressly and specifically assume the risk of injury or harm in the Activities and release Habitat from all liability for injury, illness, death, or property damage resulting from the Activities.

**Insurance.** The Volunteer and Guardian understand that, except as otherwise agreed to by Habitat in writing, Habitat does not carry or maintain health, medical, or disability insurance for any Volunteer.

**EACH VOLUNTEER IS EXPECTED AND ENCOURAGED TO OBTAIN HIS OR HER OWN MEDICAL OR HEALTH INSURANCE COVERAGE.**

**Photographic Release.** Volunteer and Guardian do hereby grant and convey unto Habitat all right, title, and interest in any and all photographic images and video or audio recordings made by Habitat during the Volunteer's Activities with Habitat, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

**Other.** Volunteer and Guardian expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Nevada, and that the Release shall be governed by and interpreted in accordance with the laws of the State of Nevada. Volunteer and Guardian agree that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release which shall continue to be enforceable.

IN WITNESS WHEREOF, Volunteer and Guardian have executed the Release as of the day and year first above written.

VOLUNTEER: \_\_\_\_\_

PARENT/GUARDIAN: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE:(H) \_\_\_\_\_(w) \_\_\_\_\_