



Construction Volunteering Guidelines

Attendance and Punctuality

Loudon County Habitat for Humanity depends on all scheduled volunteers to be at the job site and ready to work promptly at 8:30 a.m. and to work the entire day. Loudon Habitat's Construction Director has determined the number of people needed to accomplish the day's task and not have idle volunteers. When a volunteer does not show, the other volunteers must pick up the slack, and finishing the task can be jeopardized. We ask that volunteers not show up on the construction site to work unless scheduled.

Schedule

The work day begins promptly at 8:30 a.m., and our goal is to stop work by 3:00 p.m.—maybe earlier depending on how the task progresses or weather.

What to Bring

Unless told otherwise, volunteers should bring a lunch. Drinking water will always be available. Volunteers should 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. It is suggested that volunteers bring work gloves to the site if appropriate for the task of the day. Loudon Habitat has tools available for everyone at the jobsite, but if you wish to bring your own small tools or tool belt, label them clearly. Do not bring power tools or nail guns.

On their first day volunteering, new volunteers should bring to the job site appropriately signed waiver and emergency contact forms: Emergency Contact Information form, Release and Waiver of Liability form and Safety Policy. Forms for any volunteer under the age of 18 must be signed by a parent or guardian.

Type of Work

Volunteers work on nearly every facet of house construction ranging from framing to painting. Volunteers need no prior construction experience. The Volunteer Coordinator will inform volunteers what tasks are on the construction schedule for a given day, or volunteers can go to www.loudoncountyhabitat.org to view the construction calendar for new construction. Volunteers must be mindful, however, that schedules are fluid and tasks are subject to change from day to day.

Age requirements

Young people 14 to 16 years of age can do limited work on the construction site. They can paint or help with construction-related projects, but should not be on site when heavy construction is going on. Volunteers 16 or 17 years of age can do general construction and carpentry but cannot do excavation, demolition, use power tools, work at heights above six feet or do roofing. Anyone 18 or older can do any of the various construction tasks on the worksite.

Dress code

It is important to wear appropriate clothing on the construction site. Closed-toe shoes are a must. Hiking boots or work boots are best, but sturdy, thick-soled shoes are the key. Well-made, hard-wearing athletic shoes are acceptable. Clothing such as denim jeans, flannel shirts, sweatshirts or T-shirts should be worn. In extreme heat, sleeveless shirts and tank tops are allowed, but they should have modest coverage and not be tight fitting or suggestive. No mini shorts allowed, and undergarments must be covered. Skin must not be exposed in the torso area. No profanity or suggestive sayings are allowed on any clothing. Your clothes will get dirty and torn, so leave designer clothes at home. Loose, baggy clothing, dangling jewelry and flip flops are not allowed on the construction site. No headphones or other ear devices are allowed during construction activities; however, prescribed hearing devices should be worn.

Food/drinks

Unless you have been given prior notice that lunch will be served, volunteers should bring a lunch and snacks. Ice and water will be provided.

Weather

If you sign up to volunteer, Loudon Habitat is counting on you, and the partner family is counting on you. If you wake up and it's raining, put on your rain gear and come to the jobsite. If you wake up and you're tired, grab some coffee and come to the jobsite. If work is cancelled for the day, you will be notified.

Directions to Hope Haven

The new house site is in the Hope Haven development just off Hwy. 72 in Loudon.

Going south on Hwy. 11 through Loudon, turn left onto Hwy. 72 at the traffic light. Go about a mile and turn right at the traffic light onto Steekee Road (unmarked). Take the first left onto Roberts Road. The Hope Haven development is on the right before you come to Loudon Elementary School.

From West Knoxville via the interstate, take I-40 West and at the split take I-75 South. Travel to the Loudon exit 72, which is coincidentally the Hwy. 72 exit. At the end of the ramp turn left onto Hwy. 72 and travel over the interstate. Travel approximately 3 miles and go through the light at the intersection of Hwy 72/Hwy 11. Go about a mile and turn right at the traffic light onto Steekee Road (unmarked). Take the first left onto Roberts Road. The Hope Haven development is on the right before you come to Loudon Elementary School.

Restrooms

Construction sites are equipped with portable toilets.

Meeting the Partner Families

A Habitat build can be a richer and more meaningful experience for volunteers when they are given the opportunity to get to know the partner family that will purchase the house you are helping to build. In addition to the sweat equity hours required in classes and in working at the Habitat Home Store, a single-adult partner family must invest at least 105 construction sweat equity hours, and a 2-adult partner family must invest at least 150 construction sweat equity hours on their home and the homes of other Habitat partner families. Volunteers may have the opportunity to meet and work alongside the families though we cannot guarantee on any specific day.

Safety Information

Loudon Habitat and our volunteers share the responsibility for establishing and maintaining a safe work environment. Volunteers are expected to obey safety rules (wearing safety glasses and hard hats, setting ladders at the proper angle, handling and carrying tools with care, etc.) and to exercise caution in all volunteer activities. The best way to ensure your safety and the safety of others is to be aware of what is going on around you. Pay attention to power cords, the work being done above you and the work being done alongside you. Place tools and materials out of the way, watch where you step and pick up trash. Our goal is to build houses correctly but not at the expense of safety.

Equipment

Loudon Habitat will provide hand tools and power tools, but you may bring your own tool belt, hand tools, safety goggles and work gloves if you like. We suggest they be labeled with your name.

Arriving On Site

After arriving at the job site, please note your arrival time in the sign-in binder provided and make a name tag using a marker and duct tape. Minors should use the red tape. Signed paperwork should be turned in. Be sure and sign out before leaving at the end of the day. Feel free to introduce yourself to others—there are other great volunteers on our sites each build day.

Leaving the Site

The day's work is not complete until all the tools are put away in the proper manner and in the proper place. Construction materials should be covered and protected from the elements. The site should be picked up of scraps, drink bottles and other trash. After all tools and materials are put away and trash picked up, be sure and sign out in the binder. Before going home after what was hopefully a rewarding day, check to make sure you have not left anything behind.

Construction staff

An experienced and skilled task leader will be on site each day to direct the volunteers and ensure the task is completed with the best craftsmanship possible. Any questions regarding the day's task should be directed to the task leader. The Construction Director has ultimate responsibility for all components of the house build. The task leader and Construction Director are happy to address any concerns you may have.