



Site Host Team Volunteer Description

SUPERVISOR: Habitat Volunteer Coordinator or other onsite Habitat staff

GENERAL SUMMARY: This position is responsible for ensuring all volunteers on site fill out waivers, sign-in, and put on name tag. They will also help with set up of tables, tents, and coolers for the day.

RESPONSIBILITIES

- Arrive on site 15 min prior to volunteer arrival time
- Open container
- Set up tables for registration
- Fill cooler with water
- Bring out tents and set up if needed
- As volunteers arrive, make sure all volunteers have signed a waiver, signed the appropriate sign-in sheet (standard or homeowner), and put on a nametag
- During the day, ensure any volunteers arriving late are welcomed and signed in, safety concerns are discussed, and they are introduced to a site supervisor or QAT in order to get them started working
- Throughout the day, ensure all volunteers stay hydrated, take breaks, have snacks, and apply sunscreen or bug spray as needed

QUALIFICATIONS

- No construction experience is required
- Working and talking easily with people will be helpful

SCHEDULE

- Commit to at least two build days per month
- Work with Volunteer Coordinator to schedule according to which build days you are most needed

DAILY DETAILS

- Site hosts are asked to stay all day in order to catch the stray volunteers who do not arrive at the standard times and to help ensure that volunteers have a positive experience.
- Make sure all volunteers are staying hydrated, apply sunscreen when necessary, take breaks, etc.

TRAINING PROVIDED

- Training provided by Volunteer Coordinator onsite.

BENEFITS TO VOLUNTEER:

- Appreciation
- The opportunity to interact with a variety of different people
- Being part of HFHGC mission and helping to provide affordable housing in Greenville County
- Learning new skills
- Lunch provided for anyone staying on site all day