



## Interfaith Group Volunteer Information & Registration Form

*Helping families achieve strength, stability, and self-reliance through affordable home ownership.*

The following information is important to review before booking your group. Please feel free to contact the Community & Volunteer Engagement department if you have any questions or concerns.

### The Team Leader

Please designate a Team Leader for your group. We will forward all instructions/details to the Team Leader and they will then be responsible for relaying all information to the rest of your group.

### Group Numbers and Scheduling

Group sizes vary depending on the project. Note: we hold these spaces for your group; if your group size decreases close to your date, let us know so we can open them to other volunteers.

### Available shifts for groups:

- Carter Place: Tuesdays, Wednesdays, Fridays, Saturdays: 8:15 am – 4:00 pm.  
Construction generally accommodates **5-20** volunteers in a group.
- ReStore: Monday – Saturdays: 8:45 am – 5:00 pm, flexible shifts available.  
ReStore generally accommodates **3-10** volunteers in a group.

### Health, Safety & Personal Protective Equipment (PPE)

We lend out all required CSA approved equipment: footwear, hard hats, and/or protective eyewear for those volunteers who do not have their own. **Please purchase and bring your own work gloves.**

Our mandatory safety orientation is held the morning of your shift and all volunteers are required to attend.

Build sites orientation: only given once at 8:30 am sharp; anyone who misses it will not be able to participate on site that day.

ReStore sites orientation: held at the beginning of your shift; it is based on the shift time you schedule.

### Youth Volunteers (must be at least 16 years old to volunteer with Habitat)

Youth volunteers who are 16 or 17 years old **MUST BE ACCOMPANIED** by his or her parent and that parent must also participate and work alongside of his or her child.

### Volunteer Tasks

We welcome volunteers with all levels of experience (from beginners to trades people). Hands-on training is provided for everyone.

### Minimum Physical Requirements for Volunteers

- Learn new skills, follow the instructions of our supervisors
- Climb stairs comfortably, adequate vision for detailed work
- Speak conversational English
- Lift and carry at least 15 pounds

### How to Schedule Your Volunteer Day

Read this package carefully and then fill out the *Interfaith Group Registration Form* and submit to us. A confirmation email with all needed instructions will be sent to you when your volunteer date is confirmed.



# Interfaith Group Registration Form

Name of Group: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Address of Group: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name (Team Leader): \_\_\_\_\_ Email: \_\_\_\_\_

Work phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Preferred Volunteer Dates: \_\_\_\_\_ Group Size: \_\_\_\_\_

Do you plan to have youth (16-17 yrs) in attendance: YES / NO

- *Specific supervision requirements must be met for groups with youth volunteers. Any person under the age of 18 **MUST** be accompanied by his or her parent.*

## 1. Preferred Location - For more information visit [HFH.org/volunteer](http://HFH.org/volunteer)

- No preference – where most needed
- Carter Place – SE Edmonton build site
- ReStore – various locations

## 2. Options for Further Support - We will contact you with details about any selections you make!

### Lunch Support (lunch is provided for all scheduled volunteers)

- Sponsor lunch for a build site for the day
- Provide cookies and snacks for breaks

### Financial Support

- Use our on-line pledging system to do a fun and easy fundraiser with your employees
- Donation for a Habitat home. You can also donate online at [www.hfh.org](http://www.hfh.org)
- Adopt-a-Day (provide a donation and bring your group to work for a day. See [www.hfh.org/donate/adopt-a-day](http://www.hfh.org/donate/adopt-a-day) )

## 3. Return this completed form to the appropriate Volunteer Coordinator:

- Carter Place – Monica Littleton ([volunteer@hfh.org](mailto:volunteer@hfh.org))
- ReStores – Trish Haryett ([tharyett@hfh.org](mailto:tharyett@hfh.org))

**Community & Volunteer Engagement Department | (780) 451-3416 | [volunteer@hfh.org](mailto:volunteer@hfh.org) | HFH.org**

Office use: TY  DB

Date(s) scheduled: \_\_\_\_\_

Confirmation sent: \_\_\_\_\_

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