

# Habitat for Humanity of Coastal Fairfield County

## Individual Volunteer Application for Adults (18 and older)

Thank you for your interest in Habitat for Humanity of Coastal Fairfield County. The information you provide will help us place you in a volunteer position which best suits your interests and skills as well as the needs of our affiliate.

*Please either print this form and fill it in, or use the shaded form boxes to fill it in electronically.*

### **CONTACT INFORMATION**

Date of application: \_\_\_\_\_

Last Name		First Name
If under 18 Parent Last Name		Parent First Name
Home Address		Apt. #
City	State	Zip Code
Home Phone		Cell/Work Phone
Email address		Birthday
EMERGENCY CONTACT	Name	
Relationship	Contact Number	

**Age Group:** Individuals under the age of 14 can contact [youth@habitatcfc.org](mailto:youth@habitatcfc.org) to get involved. Additionally, federal and insurance regulations limit the type of work volunteers under 18 years of age can perform.

- 14-15 years of age\*  
  16-17 years of age\*  
  18-55 years of age  
  55+ years of age  
\*Limited Activities; requires adult (21+) supervision

- I am volunteering as an **INDIVIDUAL**  
 I am volunteering as part of a **GROUP—NAME OF GROUP:** \_\_\_\_\_

### **COMMUNITY SERVICE**

Please note that volunteers who need to track their community service hours **must** obtain a Community Service Log from the Volunteer Coordinator, **and are responsible for tracking their hours and submitting the log to the Volunteer Coordinator.**

1. Are you volunteering as a result of court-ordered community service?  Yes  No  
 If yes, please answer the three questions below.
  - a. What is the offense related to the court-ordered community service?
  - b. How many court-ordered community service hours are needed? By when?
2. Are you volunteering for a community service profile?  Yes  No  
 (i.e. school, service club or place of employment) If yes, please answer the two questions below.
  - a. What school/organization prompted your volunteering?
  - b. How many community service profile hours are needed? By when?

### **AREAS OF INTEREST**

Of the following areas, please indicate what interests you. You may also indicate specific tasks, in each area, that interest you.

<input type="checkbox"/> <b>ReStore</b>	<input type="checkbox"/> <b>Office</b>	<input type="checkbox"/> <b>Warehouse</b>	<input type="checkbox"/> <b>Other</b>	<input type="checkbox"/> <b>Construction*</b>
<input type="checkbox"/> Sales Floor	<input type="checkbox"/> Data Entry	<input type="checkbox"/> Tool Repair	<input type="checkbox"/> Special Events	<small>*Please indicate skill levels on the next page</small>
<input type="checkbox"/> Donation Pickup	<input type="checkbox"/> Receptionist	<input type="checkbox"/> Material Mgmt.	<input type="checkbox"/> Committees	
<input type="checkbox"/> Donation Requests	<input type="checkbox"/> IT/Networking	<input type="checkbox"/> Wall Panel Prefab.	<input type="checkbox"/> Volunteer Recruiting	

## AVAILABILITY

Are you a year round resident? Yes No

If not, what months are you local? From \_\_\_\_\_ to \_\_\_\_\_

Are you interested in volunteering on a consistent basis? Yes No Don't Know

Please indicate your preferred days to volunteer below

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

## CONSTRUCTION SKILLS

If you are interested in construction volunteering, please estimate your skill levels in the following areas by marking the appropriate boxes corresponding to your skill level.

**1** Tradesperson      **2** Very skilled, can supervise      **3** Skilled      **4** Have some experience      **5** Willing worker

	1	2	3	4	5		1	2	3	4	5
Framing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cabinets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roofing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Cleanup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Siding (Fiber Cement)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tile (Vinyl Composite)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drywall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Masonry*	<input type="checkbox"/>				
Trim/Finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical*	<input type="checkbox"/>				
Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing*	<input type="checkbox"/>				
Painting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heating*	<input type="checkbox"/>				

\*Available only to licensed contractors

If you rated your skill level(s) as a 1,2 or 3, would you be interested in volunteering as a:

- Crew Leader       Task Leader       House Leader
- In charge of 15-20 volunteers on a single workday      In charge of 4-6 volunteers on a single task      In charge of the entire construction of one house

## APPLICATION SUBMISSION

Please submit your application along with a signed volunteer waiver to Habitat for Humanity of Coastal Fairfield County. We will contact you regarding scheduling volunteer opportunities.

You can submit your application four ways:

1. Mail to: Volunteer Coordinator, HFHCFC, 1470 Barnum Avenue, Bridgeport CT 06610
2. Drop it off at the above address Monday through Friday, 9am to 5pm
3. Fax it to (203) 333-2650, ATTN: Volunteer Coordinator
4. Email it **as an attachment** to [volunteer@habitatcfc.org](mailto:volunteer@habitatcfc.org)

## COMMENTS

May include anything pertinent to your application such as previous related work/volunteer experience, physical limitations, referral(s), or what you hope to get out of your volunteer experience with us.

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Thank you for your interest in Habitat for Humanity of Coastal Fairfield County. Please understand that it is not logistically possible to accommodate all volunteers in terms of their areas of interest and availability. Some positions are always filled, while others are not, but regardless your application will be retained on file. For a listing of HFHCFC's volunteer opportunities please visit our website at [www.habitatcfc.org](http://www.habitatcfc.org) or email a request for the information to [volunteer@habitatcfc.org](mailto:volunteer@habitatcfc.org).

# Habitat for Humanity of Coastal Fairfield County Adult (18 and over) 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") executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, (the "Volunteer"), in favor of Habitat for Humanity International, Inc. a nonprofit corporation, and Habitat for Humanity of Coastal Fairfield County, Inc., a Connecticut nonprofit corporation, their 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 and working in the Habitat offices.

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 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 of 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.

**Nature of the Activities.** The Volunteer understands 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 worksites.

Volunteer hereby expressly and specifically 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 coverage 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, 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 Connecticut, and that this Release shall be governed by and interpreted in accordance with the laws of the State of Connecticut. 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 provision of this Release which shall continue to be enforceable.

**Volunteer understands that all of the families who purchase Habitat homes, which are built mainly with volunteer labor, are pre-qualified and pre-selected. Volunteer understands that volunteering with Habitat does not mean that Volunteer will be offered a house for purchase. If Volunteer volunteers at Habitat for Humanity of Coastal Fairfield County and is later accepted into the homeownership program, Volunteer understands that none of the hours worked prior to official acceptance will count toward the 500 hours of sweat equity which will be required as a future homeowner. Volunteer understands that Volunteer will not be compensated in any way for the time/work which Volunteer freely volunteers to Habitat for Humanity of Coastal Fairfield County.**

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

Volunteer Signature: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

# Habitat for Humanity of Coastal Fairfield County Policies

## SAFETY POLICY

It is the policy of Habitat for Humanity of Coastal Fairfield County, CT, Inc. to provide as safe a work place as possible realizing that a construction site has many inherent safety hazards.

We are involved in demolition work as well as building; using power tools and working at elevated heights. The following safety rules are for everyone's protection and must be agreed to prior to starting work. Please read these safety precautions and sign at the bottom your willingness to comply.

1. Substantial hard-sole work boots or shoes must be worn on site.
2. Eye protection must be worn when using power saws, or during any other activity where there is eye injury potential.
3. Hard hats are to be worn while doing demolition work, during framing stages of construction or whenever there is the hazard of falling material.
4. Dust masks should be worn when working in dust-filled areas.
5. Ear protection should be worn when it is evident that a high noise level is present.
6. **Absolutely** no children under 14 years of age are allowed on the work site. (See Age Policy below for more detailed information regarding youth participation.)
7. No alcohol or smoking on the work site.

### Age Restrictions for Minors

It is the policy of Habitat for Humanity of Coastal Fairfield County (HFHCFC) that youth **under the age of 14** not be allowed on a Habitat worksite while there is any type of construction in progress. Youth ages **14 and 15** can do limited work on the sites. They can paint or landscape but should not be on site when construction is going on.

At anytime there is more than one youth (under age 18) on a HFHCFC work site there must be 2 (two) adult chaperons present at all times. Adult supervision for all youth groups and individuals working with HFHCFC must maintain a ratio of 1 (one) adult for every 4 (four) youth.

It is further the policy of HFHCFC, that while youth ages of 16 and 17 may be allowed to participate in general construction work, activities such as using power tools, excavation, demolition or working on rooftops is not permitted by anyone under the age of 18.

Participation of youth ages 11 through 13 who are members of a youth group, i.e. boy scout troop, church youth group or school group, may work in the HFHCFC Warehouse on a limited basis with age appropriate activities, i.e. building bird houses, bookshelves, painting. They may work on vacant lot sites doing clean up during the year but may not use power equipment or be on a site where power equipment is in use such as lawn mowers and clippers, etc. Youth ages 12 and 13 not associated with a recognized youth group are not permitted to work at any HFHCFC site.

Youth 10 and under, and those 11 through 13 who are not members of a youth group, are not permitted to work on any Habitat worksite or in the Habitat Warehouse. Youth in this age group are permitted to work on Habitat activities such as fund raising, making lunches, making small gifts for Habitat homeowners and other off site activities. They are welcome to attend ground breakings and house dedications.

I have read and understand all of the above policies, and I agree to abide by them.

**Volunteer (Print Name):** \_\_\_\_\_

**Volunteer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_