



## Corporate Volunteering Expectations

### Overview

Thank you for your interest in volunteering with Habitat for Humanity of Kosciusko County! It is important to us that you understand what volunteering with Habitat looks like. Please review this sheet to learn more about what to expect. Details regarding date, time, activity, and other logistics will be discussed when your group has chosen a date to volunteer.

**Note:** Build sponsors have priority in scheduling volunteer days. If you are not a sponsor, we cannot guarantee that we can accommodate your group or reserve the build site for you.

### What is expected of the Employer?

- Communicate with your employees about timing and what to bring
- Communicate with Habitat your preference toward taking photos or general publicity

### What is expected of the Employees?

- Arrive promptly to the build site
- Sign Habitat's liability waiver before starting
- Wear appropriate clothing for construction
- Listen carefully to Habitat staff and respect their decisions and expertise

### What is expected from Habitat?

- Provide all tools/equipment and instructions
- Inform participants of safety procedures and equipment
- Have general liability and construction insurance
- Provide a restroom, as well as water, general snacks and a microwave

### Important things to know

- Habitat typically does not provide lunch to participants, but prior arrangements can be made between a sponsor and Habitat. A lunch break will be scheduled in the middle of the day, and employees are encouraged to pack a lunch.
- Habitat will try its best to align each group with their desired activity, but this is not guaranteed due to unexpected progress or delays in construction.
- Sponsors are encouraged to make an appearance and take a check presentation photo on the day their group is volunteering.