



Greater Fredericksburg

Habitat
for Humanity®

VOLUNTEER

HANDBOOK

WELCOME!



Thank you for your interest in getting involved with Greater Fredericksburg Habitat for Humanity!

Volunteers are at the heart of our organization. It is through volunteer efforts we are enabled to serve out our mission and create change in the lives of families in the Greater Fredericksburg community.

This handbook serves as an overview of all things Habitat, for our affiliate, and for Habitats around the globe.



**EQUAL HOUSING
OPPORTUNITY**

Our Mission

**Building strength,
stability, and self-
reliance through
shelter**

OUR AFFILIATE

1995

Chartering of Greater Fredericksburg Habitat for Humanity Affiliate

1997

First Habitat Home sold

2001

ReStore begins as monthly yard sale

2004

ReStore moves into commercial space off Jefferson Davis Highway

2007

First Annual Poker Run Event

2012

Women Build Team Inaugurated

2015

ReStore relocates to current location off Plank Road

2017

First Veterans Build Home Dedicated

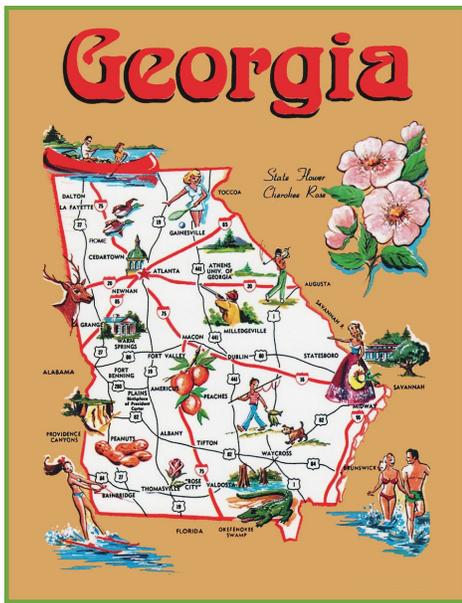
Areas of Service

King George

Stafford

Fredericksburg

Spotsylvania



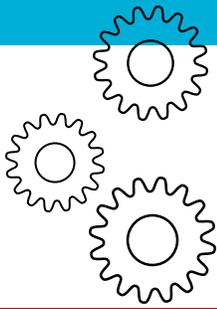
The idea that became Habitat for Humanity first grew from the fertile soil of Koinonia Farm, a community farm outside of Americus, Georgia, founded by farmer and biblical scholar Clarence Jordan.

There Jordan and the eventual founders, Millard and Linda Fuller, developed the concept of partnership housing. Houses would be built at no profit through volunteer labor. New homeowner's no-interest home payments would be combined with money raised in the community to create a "Fund for Humanity" that would be put towards building more homes for those in need of adequate shelter.

"The theology of the hammer embraces wholeheartedly the idea that the love of God and love of man must be blended. The word and the deed must come together. One without the other is devoid of meaning...as the deed gets closer to the word, God gets closer to us. The results are always wonderful...and sometimes spectacular!"

-Millard Fuller

THE HABITAT MODEL



**Habitat Homeowner
selection is primarily
based on three criteria:**



**Need for adequate
housing**



**Willingness to
partner with
Habitat**



**Ability to pay an
affordable
mortgage**

Every affiliate follows a nondiscriminatory policy of family selection. Neither race nor religion is a factor in choosing the families who partner with Habitat. As part of their willingness to partner, homeowners invest hundreds of hours of their own labor into their home and the homes of other Habitat homebuyers.

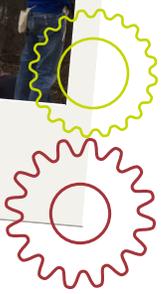
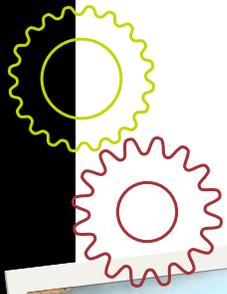
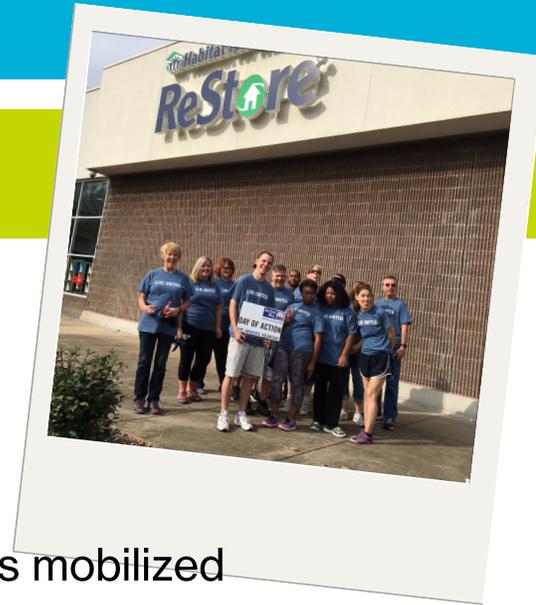
VOLUNTEERS ARE....

All Who Wish To Serve!

While Habitat is a Christian housing ministry, we serve homebuyers from all walks of life and belief systems. We also welcome volunteers of all backgrounds!

We are proud to have a mission that is mobilized by members of our community who may share vastly different mindsets, religions, political views, and personal beliefs.

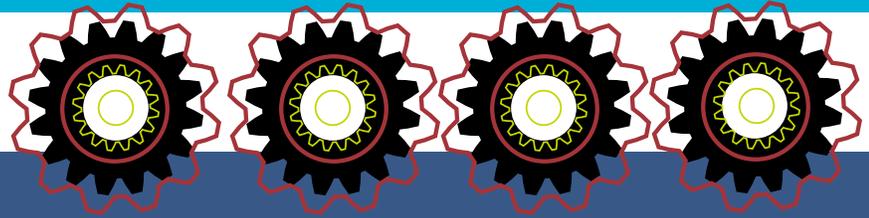
In a world that is often polarized, we seek to empower individuals to set aside differences and unite under the concept that everyone should have a safe, decent, affordable place to live!



No Prior Experience Needed!

Volunteers of all skill levels are welcomed! All that is required to serve is an open mind and a willing heart. Our staff will guide you through anything else that may come your way.

VOLUNTEER GROUPS



Both groups and individuals contribute to the success of our affiliate. Working on a Habitat project is a great way for groups from local churches, businesses, sports teams, and individuals alike to come together and build something positive.

For group scheduling, a group request form must be filled out on our website and sent in to a Volunteer Coordinator at volunteer@fredhab.org. We can typically accommodate for groups of up to ten individuals.



OPPORTUNITIES

BUILD



Home Build Programs include projects such as the Veterans Build, Women Build, and Thrivent Faith Build. Activities may include framing walls, installing insulation, hanging drywall, painting, hanging siding, electrical work, and landscaping.

Construction work days are usually scheduled every Tuesday through Saturday from 9:00 AM to 3:00 PM. We provide water and all tools and supplies necessary! Further specifics can be found by clicking on the picture above.

RESTORE

The ReStore sells donated supplies, furniture, and appliances at discounted prices. Proceeds from our ReStore help to fund our build projects and provide our construction team with necessary tools and equipment.



After attending a new volunteer orientation, Volunteers may sign up for shifts from Monday through Saturday from 9:00 AM through 5:00 PM (or 7:00 PM on Thursdays and Fridays). Duties may include cashier/customer service, merchandising, repair/ maintenance, sorting, receiving, stocking, and cleaning.

OPPORTUNITIES

OFFICE

Our Build and Repair Office works in the background to ensure that every facet of our affiliate runs smoothly. Duties may include filing, answering phones, preparing mailings, or organizing materials for special events.



Shifts are available every Wednesday through Friday from 9:00 to 5:00.

BOARD OF DIRECTORS

Our affiliate's board is composed entirely of volunteers. Experienced Habitat volunteers who have shown exceptional stewardship to the organization may be invited to serve as a member of our board.



COMMITTEE VOLUNTEERING

Women Build

Our Women Build Committee works hard to fundraise for their upcoming builds and publicize them in the community. The Women Build task force also ensures that the annual Habitat Little Black Dress event is a success!



Resource Development

Our Resource Development Committee is fundamental to help generate creative ideas and raise funds to enable our affiliate to build more and more homes.



Poker Run

Our Poker Run Committee is dedicated to making sure the annual Poker Run is well planned and runs smoothly, from the first ticket sold to the day of the event!



GET INVOLVED

REQUIREMENTS



1

Volunteers must be 16 years of age or older to participate. Those under eighteen must provide documentation of parental permission prior to volunteering.

2

Every volunteer must fill out and turn in our Waiver of Liability Form prior to engaging in any volunteer activity.

3

To volunteer for our Build Programs, ReStore, or Administrative Office, all Volunteers must sign up on VolunteerUP, then register for and attend an Orientation Session.

Orientations are held weekly. Check out the current sessions on the VolunteerUP calendar! Sign up by clicking the VolunteerUP logo.



EXPECTATIONS



1. Sign up for every desired volunteer shift on Volunteer UP at least 24 hours prior to a shift
2. If unable to make it to your shift, take your name off of the online roster in a timely manner and alert a GFHFH staff member
3. Arrive for your shift on time
4. Work your entire shift unless permission is given to leave early by the Store Manager/Site Supervisor
5. Leave all personal electronic devices away during work hours unless otherwise indicated
6. Be prepared to work the entire time that you have promised on the schedule
7. Treat your duties while volunteering with the same respect as you would your own workplace
8. The following are strictly prohibited and may result in disciplinary action, up to and including suspension or immediate termination of volunteer activity
 - a. Theft or unlawful removal of GFHFH property or any other property encountered while volunteering
 - b. Lying or falsification of documentation
 - c. Volunteering under the influence of alcohol or illegal drugs (includes prescription drugs that are not in your name) OR possession, distribution, sale, transfer, or use of alcohol or illegal drugs while volunteering or operating Habitat-owned vehicles or equipment
 - d. Violence or threats of violence, either physical or verbal
 - e. Negligence or improper conduct leading to damage or GFHFH's or another person's property
 - f. Lack of respect for/refusal to heed instruction from GFHFH staff or leadership
 - g. Violation of safety or health rules and ordinances
 - h. Smoking in any Habitat buildings or vehicles
 - i. Possession of dangerous or unauthorized materials
9. Wear activity-appropriate clothing. All volunteers are expected to dress modestly. For the Build Site and ReStore, we require closed toe shoes and prohibit baggy clothing.

REGISTRATION



Visit www.fredhab.org.



Under the "Volunteer" tab, click on the sign in to VolunteerUP link.



Click on the "Register" button under "I am a New Volunteer!"



Fill out and submit your online profile.



Remember to include an email address so you will receive important updates such as weather cancellations and new opportunities.



If applicable, select your group during registration.



Attend an Orientation/Safety Training (Variable schedule, check on the VolunteerUP calendar!)



Upon completion and validation of orientation (usually within 24 hours), you will be able to view the calendar in VolunteerUP and sign up for volunteer shifts!



THANK YOU!

We build strength, stability, and self-reliance through shelter. Come catch the Habitat-itus...it's infectious!

For any additional questions, please feel free to reach out to a Volunteer Coordinator at volunteer@fredhab.org or at (540) 891-4401 ext. 2015.