

Your Work Day	
Build Site Address	2713 Latoka Beach Rd NW, Alexandria, MN 56308
Driving Directions	From the Broadway/3 rd Ave intersection, head West on 3 rd Ave (County Rd 82) for 2 miles. Then turn left onto Latoka Dr SW, and right onto Latoka Beach Rd NW and the location is on the right. Please park at the beach parking lot.

Starting Your Day:

- **Work days run from 8:30 am to approximately 4:30 pm.** To keep construction running smoothly, please notify us in advance if you must be absent, arrive late, or need to leave early. We will inform you as soon as possible if there are changes or cancellations to the schedule due to weather or material delays.
- **Please arrive on site at 8:15 am.** We will begin promptly at 8:30 am with our devotion, orientation, and safety training.
- **When you arrive, check in with the site host.** You will be asked to sign in and wear a name tag to help others get to know you. If you do not have a Volunteer Waiver and Volunteer Registration form on file, you will need to complete them. We encourage you to review our construction safety materials prior to your work day. You can find the Volunteer Waiver, Volunteer Registration, and online safety training at www.hfhdouglascounty.org.
- **The Construction Manager, Site Supervisors, and Crew Leaders will be on hand during the day** to make your experience with Habitat rewarding, enjoyable, and safe.
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What to Wear:

- **Wear closed toe shoes or boots and long pants.** Open toe shoes and shorts are not proper work site apparel and will limit your ability to participate in construction activities.
- **Bring work gloves with you.** Work gloves with leather palms are the best. Habitat may also have extra gloves.
- **Bring a hat and sunscreen to protect you from the sun.** Bug repellent is also helpful.
- **Layered clothing is recommended.** You may not know in advance if you are working indoors or outdoors. Dress appropriately for the weather.
- **You will get dirty.** Wear clothing that you do not mind tearing or staining.

Tools:

- **Habitat has the necessary tools on site.** We recommend that you do not bring your own tools.
- **If you bring your own tools, label them with your name.** This way, there is no confusion at the end of the day. Construction staff will need to approve any tools other than Habitat's in order to comply with safety guidelines.

Breaks:

- **Fresh drinking water is provided at the site.** You may wish to bring a refillable water bottle with you.
- **The construction site is equipped with portable toilets.**
- **We will take short breaks in the morning and afternoon.** Snacks are provided by Habitat.
- **We will break for lunch at approximately noon.** Typically, Habitat does not coordinate meals. We ask that you bring your own lunch unless you are told otherwise. If you are volunteering as a group, you are welcome to bring lunch for your group. We simply ask that you take care of coordinating those details within your group. You may call 320-762-4255 to confirm whether lunch is provided on your work day.
- **We encourage you to stay on site during the lunch break.** Lunch is a great time to get to know other volunteers. Occasionally, volunteers will be facilitating Build. Think. Act. Education activities during lunch on the build site. This program gets volunteers thinking about housing issues and how they can make a difference, on and off the build site.

Medical Emergencies:

- **Let the construction staff know if you have a medical condition that they should be aware of,** such as allergies, asthma, heart problems, etc.
- **In the event of an emergency,** please notify the construction staff immediately.

Photos and Surveys:

- **Habitat staff or volunteers may be on site taking photos of your build day.** These photos will be uploaded to Facebook shortly after your build day. We encourage you to take photos and share them via social media, provided they do not interfere with your work or safety. Be sure to tag @HFHdouglasCoMN!
- **After your build day, please fill out a volunteer Survey.** This survey allows us to better serve our volunteers and improve their experience. The survey can be found at www.hfhdouglascounty.org/content/volunteer-survey.

Thank you for volunteering!

- **Your time on site has impact in so many ways.** You are building a stronger community, building a home where a family can grow and thrive, building relationships with other volunteers as we serve together, and building a sense of joy and accomplishment for your time.
- **Thank you for building strength, stability and self-reliance through shelter!**