

# Rebuilding Together North Central Florida Expectations, Rules and Regulations



## LOCAL VOLUNTEERS

Rebuilding Together North Central Florida (RTNCF) is a home repair service and all activities and energies should be focused to this end. You have made a commitment to RTNCF, and on the basis of that commitment we have committed to the housing needs in our community. We expect all volunteers to participate fully in each aspect of the RTNCF experience.

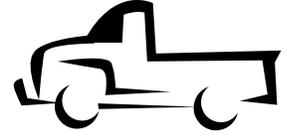
**These Expectations, Rules and Regulations apply to all RTNCF volunteers.**

- ☑ RTNCF staff has overall responsibility for all activities. Directions given by the staff are to be strictly observed.
- ☑ **Adult leaders are responsible** for the safety and conduct of their youth volunteers at all times while participating with RTNCF.
- ☑ The repair program is designed for adults (senior high youth (ages 14 and older AND having completed the 8<sup>th</sup> grade) and older). Do not bring junior high students. Adults, please do not bring your children if they are younger than 14 years old. At no time are young children allowed! If your adult leaders have young children, make sure they leave them home with appropriate care.
- ☑ Everyone is expected to act responsibly the entire time they are working with RTNCF. Please act professionally while working in homes and remember that you are representing RTNCF. Take your cues from the staff and house captains.
- ☑ Please use tools, supplies, materials and other resources responsibly and for their intended home repair purposes. Always keep the safety of others a priority, as well as being sensitive to the family you are serving. If a family requests that you stop an activity, please respect their wishes.
- ☑ Possession or use of illegal drugs or alcohol is **strictly forbidden!** Violators will be asked to leave the worksite immediately and will not be asked to return.
- ☑ Smoking or use of tobacco products is discouraged at the work site due to sensitivity and potential fire hazard. **Underage youth are not permitted to smoke anywhere!**
- ☑ **Work attire-** Shirts with sleeves, long pants, and sturdy shoes (work boots are preferred) must be worn at all times at the work site. Sweat pants, shorts, hospital scrubs, ripped pants, half shirts, sleeveless shirts, sports bras, tank-tops and halter tops are not acceptable.
- ☑ Please do not wear shirts or hats expressing alcohol/beer slogans and obscenities
- ☑ Because you may be working in an unfamiliar neighborhood, please always go from place to place in a group of two or more people. **Never travel alone.**
- ☑ Do not bring valuables to the worksite. Lock your vehicle doors at all times and do not leave tools or materials unattended.



- ☑ To ensure sensitivity to families we serve, taping with video equipment is strictly prohibited.
- ☑ The use of audio equipment and cell phones should be limited at the work site. Cell phones may only be used for getting in touch with the staff. Audio equipment can be used if it is approved by the homeowner, non disruptive to the neighbors, and appropriate in content.
- ☑ A work crews will be divided by the staff. Splitting large groups ensures sensitivity to the family as well as maximum efficiency at the work site. Please carpool from the meeting spot to the worksite.
- ☑ Fire arms, air rifles, BB guns, any kind of weaponry (or replicas) or fireworks are not permitted.
- ☑ Working hours are from 7:30am- 5:00pm unless specified otherwise. Signing up to participate with RTNCF means that your entire group is committing to a **full day of work!** This is to ensure the best possible experience for you, the staff and the families we serve.
- ☑ If you must leave the worksite during the day for any reason, make sure there is a vehicle left on site for the remaining volunteers.
- ☑ We expect **lunch to be eaten at the worksite.** You may bring extra sandwiches to share with family members. We discourage families from preparing meals for us. If offered food, please say “no” kindly. (Some individuals will go out of their way to make you feel appreciated-even overextending themselves) If a family member insists on showing their appreciation by preparing lunch, accept their offer if you feel that is appropriate. If you have any questions or concerns-please check with the staff.

- ☑ For safety reasons, no volunteer is permitted to ride in the back of a truck at any time during their participation with RTNCF. In addition to traveling safely, each volunteer should have a seat belt in their vehicle. Florida has a primary offense seat belt law.
- ☑ RTNCF does not condone or tolerate sexual harassment or abuse of any kind.



North Central Florida

## Thank you for participating with Rebuilding Together!

Following these Rules, Regulations and Expectations should make for the best possible volunteer experience for you, the staff and the families we serve.

We look forward to seeing you on site!

### Rebuilding Together North Central Florida, Inc.

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