

ASP's 3- Ss Sensitivity, Safety, Stewardship

Give a copy of this to every volunteer in your group!

Sensitivity

1. Dress appropriately; follow the dress code outlined in ASP's **Expectations, Rules, and Regulations** also found under "Individual Packing."
2. Take time to meet and talk with your family before unloading.
3. Ask the family for ideas and advice; encourage them to join in the work, if they are able.
4. Keep reactions to yourself that might hurt or insult the family. Be cautious in your use of language to avoid alarming the family unnecessarily, using terms such as "repair" or "replace" rather than "tear out" or "gut" to help minimize the family's stress level. If you must talk about something, "take it to the van" or talk about it with your crew on the way back to the center.
5. Be sensitive to the family's need for space and privacy. Ask before venturing into new areas of the home. **Remember, you are a guest.**
6. Do not bring cameras to the home until a relationship has been established. Take pictures of people whom you want to remember, not "before and after" shots of the work. You will not need cameras until Wednesday or Thursday.



VIDEO CAMERAS ARE NOT PERMITTED.

7. Have lunch at your site; this is an important part of developing relationships. Pack extra sandwiches to share with your family; try not to waste food.
8. Be sure to put drop cloths on the family's belongings before you start working in a room. Put things back the way you found them each day before you leave. Treat them with respect!
9. Take care of your center.
10. Do not mention your family's name when you are out in the county; help maintain their privacy. If people ask where you're working, appropriate answers are...

"All over the county."

"So many different places."

"We are working at a variety of homes in the county."

11. Please ask your smokers to be aware of designated smoking areas at the center and to use them. If you are not sure where they are, ask the staff. In addition, please do not smoke on the work sites. Ask your smokers to walk away from the sites, and not smoke in the homes (even if your family has members that smoke.)

Safety

1. Use power tools safely. **Always, always** unplug them when not in use.
2. Take breaks throughout the day and drink lots of water.
3. Use ladders safely and take them down when not in use.
4. Beware of snakes, ticks, bees, and other creatures.



- 5. Please don't goof around at the work site. This is when accidents happen and this may also be insensitive to the family.
- 6. Put First-aid kit and your volunteers' Registration/Medical Forms in each vehicle – you may need them! Put medical release forms in each vehicle.
- 7. Drive cautiously and be aware of curves and coal trucks.
- 8. Wear hard hats, goggles, and work gloves, as needed.
- 9. Do not leave people at a work site without a vehicle.

If one person needs to leave for any reason, everyone leaves if there is only one vehicle at the site. If volunteers are at a work site, there needs to be at least one vehicle and a licensed driver there.

- 10. When roofing, always have at least one driver on the ground in the event of an emergency.
- 11. Read ASP's Safety Manual - **EVERYONE**.
- 12. Group Leaders are ultimately responsible for the safety of their youth.



Stewardship

- 1. No paint, mud, water, or staple fights (or anything else imaginable). Again maintain sensitivity to the family you are serving.
- 2. Plan ahead to use materials in the most economical way. Use the "this old house" adage: **measure twice, cut once.**
- 3. Ask the staff before agreeing to do anything not previously discussed.
- 4. Clean your tools everyday, including mud knives and paint brushes. Be careful not to contaminate the family's water source.
- 5. Use the right tool for the job.



**The rain came and the world went dark,
 But Jesus gave us light to carry on.
 The light was fueled by the love of God.
 God's love strengthened our hearts and compassion
 and our minds and bodies with the will to be His hands
 And feet in Appalachia.**

Monroe UMC, Monroe NY