



## Rebuild/ Repair Volunteer Quick Sheet

Version 2020

<b>Team Group Name</b>	
<b>Team Home Address</b>	
<b>Team Leader(s) Name(s)</b>	
<b>Contact Information (phone, cell, email, etc.)</b>	
<b># of Team Members</b>	
<b>Mission Priorities (chainsaw, debris removal, repair/rebuild, etc.)</b>	
<b>Previous Disaster Experience (type of work, location, date, etc.)</b>	
<b>Specialized Expertise/Training (skilled/licensed tradespeople, emergency managers, trained crisis response chaplains, etc.)</b>	
<b>Available Equipment (heavy equipment, chainsaws, construction tools, etc.)</b>	

## **Guidelines for Disaster Rebuild/ Repair Teams**

The optimal project team size in a single work location is typically 5-7 people. If you have a large group, you will likely be working on multiple job sites concurrently. We will need to know ahead of time if additional sites for additional volunteers are needed to give meaningful work to everyone.

You should have skilled people on your team that are fully competent in key components that will relate to the jobs you will be assigned to (safe chainsaw operation; construction tasks like roofing, siding, drywall, framing, etc. for repair/rebuild teams).

Please ensure that group leader gets all team members to indicate their skills accurately on the volunteer skills assessment so that we can make the best fit. The ratio of skilled to unskilled workers should be no greater than 1 skilled to 5 unskilled to order to enable your team to work effectively.

In many cases, local site coordinators/construction managers will be leading multiple projects simultaneously; your team's internal capacity to lead/teach various construction skills will highly influence your on-site efficacy. We will of course orient the group to the site on the first day of work while checking in regularly if multiple sites are active.

Teams should plan to be self-sufficient. Prior to arrival, repair/rebuild teams will receive details or project packets for the jobs you will be working on. Miami Valley Long-Term Recovery Groups (MVLTRG) strives to provide as much lead time as possible for teams to plan; however, it is incumbent upon teams to be flexible.

An LTRG's work is survivor-centric so your project assignment is prone to change based on urgency of need. The MVLTRG will provide construction materials, and a construction manager will work with your team lead to coordinate on-site work.

Teams should plan to provide appropriate individual hand tools, power tools, and safety equipment to equip your volunteers for the jobs your team will be working on. Large and specialized tools, where required for specific jobs, may be provided on a case-by-case basis by the LTRG.

We need each interested group to fill out the liability waiver, send a group sign-up sheet, fill out the skills assessment, and review the COVID-19 protocols before beginning to volunteer. We thank you in advance for your cooperation to our policies and procedures.

**We appreciate your willingness to volunteer! We look forward to seeing you soon!**