# MANITOWOC WARMING SHELTER



Located inside of First Presbyterian Church 502 N 8<sup>th</sup> Street Manitowoc, WI 54220 920.629.5820 manitowocwarmingshelter@gmail.com www.manitowocwarmingshelter.org

# SAFETY MONITOR

#### When:

Every Night

### Time:

• 7–8:30pm (or earlier when Take Note Studio is done, and they lock the door)

## **Number of People Needed:**

1 person each night, must be over the age of 18

#### Entry

• Enter through the 8<sup>th</sup> Street door they will either be unlocked, or someone will be there to let you.

#### **Tasks**

- Put on Orange safety vest located in the OFFICE CABINET
- Place the Large A-Frame sign in front of the Parking Lot door, allowing enough room for people to enter leave the building. (Sign is located in the hallway inside of the door)
- Help shelter guests locate the 8<sup>th</sup> Street entrance, allowing other building users access to the building.