

Host Site Manual for Volunteer Work Teams

Buckingham Presbyterian Church

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Peace River Presbytery

Synod of the South Atlantic



Proudly Serving through Presbyterian Disaster Assistance

Introduction

Buckingham Presbyterian Church thanks you for your willingness to come to Southwest Florida and assist with the long-term recovery from Hurricane Ian. Many of our worshipers were impacted by this major hurricane. The storm surge did come up to 3 miles inland and affected many of our neighbors.

We are still recovering as a congregation in many ways so we welcome you to Southwest Florida to come alongside our community as we continue the recovery process. Thanks be to God!

What is a Volunteer Work Team?

Volunteer work teams are groups that join alongside communities during the disaster recovery process. We look forward to you and your team, coming alongside the Ft. Myers community as you help in our Hurricane Ian recovery.

We can host up to 12 people at Buckingham. If your group is larger than 12, contact the host site coordinator for more information. Our work partner requires that all volunteers are at least 14 years of age. Volunteer work teams with youth volunteers are expected to have an adequate number of leaders. All adults interacting with youth volunteers are expected to abide by their organization's child/youth/vulnerable persons protection policy.

Presbyterian Disaster Assistance works in partnership with several faith-based and community organizations that organize the recovery work done by volunteers.

Work Partner: add a paragraph or so with general information about the work partner and how to contact them.

Where Will We Stay and Eat?

Classrooms have been converted to sleeping rooms to host your work team. Portable twin beds with mattresses and a pillow are provided. You will need to bring linens or a sleeping bag to place on your bed as well as a pillowcase. Separate rooms are provided and sleeping arrangements will be determined by the group leader.

A portable shower building is provided just a few steps away from the sleeping quarters. It is necessary to go outside to the building so keep that in mind when packing. Traditional church restrooms are across the hall from the sleeping quarters.

A per diem fee of **\$20.00** per person per night is expected to cover expenses of hosting your work group. One evening meal is provided mid-week with an opportunity to get acquainted with Buckingham Presbyterian Church participants. Wireless internet service is provided for your convenience.

The church kitchen is available for your work team to prepare breakfast and any other meals you choose to prepare. Volunteer work teams are expected to prepare and/or pay for all their own meals. A full-size refrigerator is dedicated for your use. Two grocery stores are nearby as well as fast food restaurants. Multiple restaurants are within a reasonable distance of the church including recognizable chains and the family owned and operated, *cash only* Alva Diner which features southern cooking. You are requested to follow the “clean up after yourself” standard during your stay with us.

The World-Famous Buckingham Fish Fry is held once a month during “season” (November through April) – there’s a good chance a Fish Fry may be one of your evening meals.

Will We Have Free Time?

The typical daily schedule is working Monday through Friday, 9:00 am through 3:00 pm, depending on the needs of the work site. You may plan to take one afternoon off to get to enjoy the area. When you arrive, local information will be provided, but most likely you will scout your preferred activities on the internet so we will be prepared to answer questions you may have based upon your research. Know that since Hurricane Ian, the beaches and the gulf are no longer safe for swimming/recreational activities. If you would like to go the beach, Bob Peterman and members of the church can recommend areas that are safe to visit.

What You Need To Know Before Coming:

Buckingham Presbyterian Church is an alcohol-free facility. There is plenty of grassy area to toss a ball but the busy road in front of the church does not have a sidewalk and is not safe for pedestrians. Multiple laps can be made on the long asphalt driveway and parking lot for walkers/joggers. The church is in the Buckingham Rural Preserve which requires a minimum lot size of one acre (our site is 10 acres). Cattle are on one side of the property and a subdivision on the other.

The Buckingham Blues Bar and a Dollar Store are nearby. Also nearby are convenience stores, a CVS Pharmacy, banks, a branch library, and gas stations but none are easily accessible by walking. You will need transportation to access them.

Background checks are required by our work partner. The United Methodist Conference will contact you concerning details on how to get one before your work trip. The UMC will cover the cost of doing the background check.

Know that southwest Florida is humid. Please do your best to come hydrated and emphasize hydration while at work sites. If you're thirsty, you're already dehydrated. Consider bringing a cooler to take back and forth to worksites.

What You Need to Do Before Coming:

The Liability Release Form which includes authorization for emergency medical treatment with medical insurance information must be completed by every member of the Mission Work Team and submitted to Buckingham Presbyterian Church at least 2 weeks prior to arrival. Also, a certificate of liability insurance is required for your group with the Liability Release Form. We strongly encourage group leaders to carry copies of all liability forms with them during travel.

A check for the per diem made payable to Buckingham Presbyterian Church needs to be prepared so it can be delivered to the person who greets the team when you arrive. If your team arrives on Sunday, worship is at 10:00 am and you are welcome to worship with us. Being in Southwest Florida, it is common for people to attend worship in nice shorts.

Please prepare and bring a first aid kit for your team. Also, sunscreen and sunglasses are a must in our area, so they need to be acquired prior to arrival. Please make sure team members are current on their immunizations, especially tetanus shots due to potential exposure at work sites. Your health and safety are important.

We encourage you to be vaccinated against COVID-19 before coming to Ft. Myers. Please check <https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html> to make sure you are aware of covid conditions in our area before your trip.

Personal Packing List

Work shoes – steel-toed boots suggested if you have them
Work gloves
Heavy pants
Long sleeve shirts with layers that can be added or taken off
Insect repellent
Sunscreen and sunglasses
Hat
Reusable water bottle
Personal toiletry items
Personal medications
Sleeping bag or bedding for twin bed
Towels and wash cloths
Hand sanitizer
Shower shoes
First Aid Kit
Extra respirators to be used at the worksite

Liability Release Form

GENERAL RELEASE, INDEMNIFICATION AGREEMENT AND AUTHORIZATION FOR MEDICAL TREATMENT

Participant name: _____ (“Participant”)

DOB: _____

Home Address: _____

City/State/Zip: _____

Telephone: (Cell) _____ (Day/Evening) _____

In consideration of the opportunity provided to me to participate in the Southwest Florida Disaster Response and any services, housing, food, and the like provided by PCUSA (as defined below), I, Participant, hereby understand and agree that the Presbyterian Church (U.S.A.) General Assembly, all synods, presbyteries, and local churches and their corporations and related entities, their staff, volunteers, directors, officers, agents, elders, deacons, representatives, successors, assigns and entities (hereinafter collectively referred to as "**PCUSA**") will not be responsible in any way whatsoever for loss, damage, or injury of any kind or in any manner resulting from or in connection with my participation in **Southwest Florida Disaster Response**.

I, Participant, understand and agree that PCUSA does not and cannot guarantee my safety in connection with the Southwest Florida Disaster Response. Further, I understand and agree the activities involved with the Southwest Florida Disaster Response may include but are not limited to the following: difficult living conditions, risks concerning means of travel, food, water, diseases, pests, poor sanitation, and other health related situations, including potential injury while working. I accept and assume all responsibility for all risks which may occur during, in connection with, or result from my participation in the Southwest Florida Disaster Response including, but not limited to, potential injury while working.

RELEASE: With the above in mind and by my signature below, I fully understand, agree and hereby voluntarily release and forever discharge PCUSA. PCUSA shall not be responsible or liable in any way for any accident, loss, death, injury or damage to myself or my property, in connection with my participation in the Southwest Florida Disaster Response or any portion of the Southwest Florida Disaster Response even if said injury or action is due to the alleged negligence of PCUSA. Further, I do hereby agree to indemnify and hold PCUSA harmless against any and all liabilities, damages, claims, actions or rights of action, suits, judgments and associated costs and expenses (including, without limitation, attorneys' fees) of whatsoever kind in connection with my participation in the Southwest Florida Disaster Response or any portion of the Southwest Florida Disaster Response. Further, I make this agreement on behalf of my heirs, agents, fiduciaries, successors and assigns. I waive, knowingly and voluntarily, each and every claim or right of action I have now or may have in the future against the PCUSA related to my participation in the Southwest Florida Disaster

Response, even if any such claim or right of action is caused by PCUSA's alleged negligence. This document does not release PCUSA from gross negligence.

PDA General Release and Volunteer Information Form

MEDICAL COVERAGE: I understand and acknowledge that **no medical or other insurance or health care benefits will be provided to me by PCUSA** during my participation in the Southwest Florida Disaster Response, and I certify that I have sufficient health, accident and liability insurance or other benefits to cover any bodily injury or property damage I may incur while participation in the Southwest Florida Disaster Response and to cover bodily injury or property damage caused to a third party as a result of my participation in the Southwest Florida Disaster Response, as follows:

Company _____ Policy # _____

Address _____

MEDICAL RELEASE: I hereby state that I am in good health and have all medications necessary to treat any allergic or chronic conditions, and I am able to administer such medications without assistance. If at any time during my participation in the Southwest Florida Disaster Response I need emergency medical care and am not able to give consent because of my physical or mental condition, I authorize PCUSA to make emergency medical care decisions on my behalf, and I specifically release PCUSA, in making those emergency medical care decisions, from any and all liability associated with said decisions, even if injury or death is the result of PCUSA's alleged negligence.

Person to be notified in case of injury:

Name _____

Telephone: _____ (evening) _____ (daytime)

Cell Phone: _____

ALL PARTICIPANTS MUST SIGN:

My signature below indicates that I have read this entire two page document, understand it completely, and agree to be bound by its terms.

SIGNATURE OF PARTICIPANT: _____

DATE SIGNED: _____

SIGNATURE OF PARENT/LEGAL GUARDIAN (if applicable) _____