## **Rules and Expectations**

All community service workers must fill out a liability wavier available online at www.recycleannarbor.org, or onsite when they arrive.

All volunteers must be over 18.

Safety wear and closed-toe shoes must be worn at all times.

Recycle Ann Arbor has the right to refuse any individual community service hours if their behavior is considered dangerous or detrimental to the organization or individuals onsite.

## What should I bring?

Workers should bring with them a refillable water bottle, lunch if needed. They should wear clothes suitable for working outdoors.

## How do my hours get recorded?

The manager or supervisor of each location will start a log for your hours. All you have to do is report to the manager when you arrive on site and again when you leave.

### Why Choose Recycle Ann Arbor?

Recycle Ann Arbor gives service workers the freedom to work their hours at two different locations, as such there is great flexibility in working times available.

The ReUse Center is open seven days a week for a total of 42 hours, and the Drop-Off Station is open three days a week for a total of 29 hours. Because of this the flexibility and speed of completion of your hours can be maximized.

If you complete your hours successfully and without incident, Recycle Ann Arbor will provide you with a reference upon request.

No prior planning is necessary, once the necessary paperwork is completed service workers can show up to work hours without giving advance notice.

recycle arbor An

2420 South Industrial Hwy. Ann Arbor, MI 48105 734-662-6288

www.recycleannarbor.org
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Committed to Community and the Environment:

A guide for Court Ordered Community Service

Workers.



Recycle Ann Arbor is a 501(c)3 Non-Profit





www.recycleannarbor.org



## **About Recycle Ann Arbor**

Recycle Ann Arbor is a 501(c)3 Non-Profit Organization dedicated to community and the environment. We offer a range of services which aim to divert materials from landfill and improve the environment of local communities.

Court appointed community service hours can be completed at two sites; the Drop-Off Station, and the ReUse Center, workers can complete hours at just one, or both locations.

The Drop-Off Station gives residents of Washtenaw County access to recycling services for both regular household recycling, and harder to recycle items, such as freon appliances, and tires. Customers bring their recyclables to the site where staff assist with unloading and sorting.

The ReUse Center is a donation based retail store specializing in a range of household goods and appliances. The store supports communities through the provision of affordable goods, which may otherwise have been discarded.

# DROP-OFF STATION

Recycle Ann Arbor's Drop-Off Station is located at 2950 E. Ellsworth Rd. Ann Arbor, MI 48108, on the south-west side of the Ellsworth and Platt intersection.

The site is open Tuesday and Thursday 8:30am - 6:30pm, and Saturday 9am - 6pm. Tasks at the Drop-Off Station may include: assisting customers with the unloading and correct placement of recyclables, sorting materials, and clearing and organizing both indoors and out.



When you arrive on site you will be allocated safety wear including, vest, goggles, and gloves. You MUST wear closed-toe shoes at all times.

To contact the Drop-Off Station about service hours call: (734) 971 7400

## **Reuse** The ReUse Center

Recycle Ann Arbor's ReUse Center is located at 2420 S. Industrial Hwy.
Ann Arbor, MI 48104.

The store is open Monday-Saturday
10am - 5pm and Sunday 10am - 2pm.
Service hours conducted at the ReUse
Center may include; assisting with the
unloading of donations, sorting and
stocking materials, clearing and organizing
stock both indoors and outdoors, and
assisting customers in store.



All workers MUST wear closed-toe shoes.

To contact the ReUse Center about service hours call:

(734) 222 7480

