

SOS Evening Hosts (8:00 to 11:00 PM)

- ❖ Lock the entrance door and kitchen side door at 9:00 PM. Do not lock the courtyard door, smokers use it for access.
- ❖ Suggest adult guests have a last snack before 10:00 PM to help keep noise levels down for those who wish to sleep.
- ❖ Lights out and quiet time in adult sleeping areas at 10:00 PM. All lights out at 11:00 PM. TV off at 11:30 PM.
- ❖ Pass wake up time spreadsheet on to overnight hosts, and explain it's use if necessary.
- ❖ Monitor showers throughout the evening, as necessary. No showers after 9:30 PM. A shower host will not be there.
- ❖ Check the Shower rooms at the end of the shower period to see that they are clean and stocked with soap, shampoo and 8 oz paper cups for guest use.
- ❖ Volunteer Sign-In Sheets: Please total hours for each volunteer and grand total of all hours on each page if you have time. This saves the SOS staff time that is better spent helping clients.
- ❖ Assist Drive Coordinator.
- ❖ See list of generic host responsibilities.

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Pgp/Duties Evening Host 11/11/14