

Volunteer Position Title: Family Selection Committee, Unpaid

Department: Family Services

Need: At least five dedicated individuals who are willing to help HFH-MC select its rising homeowners.

Training and resources: HFH-MC Volunteer and Family Services Department has developed an affiliate operations manual to assist with this committee.

Time commitment: A minimum of five to ten hours per month including but not limited to: monthly committee meetings currently scheduled for the second or third Wednesday of each month, 7:00 p.m. – 9:00 p.m. as well as attendance at Family Selection events (i.e. homeownership information sessions, home visits, community fairs, etc.)

Benefits: Be part of a dream. Help a rising homeowner achieve their goal of homeownership while promoting simple, decent, safe, and affordable homes in Montgomery County.

Position requirements: First and foremost, a willingness to serve and partner with HFH-MC. All of our interns and volunteers must be knowledgeable of and committed to HFH-MC's core values and mission available to review here: <http://habitat-mc.org/aboutus/index.html>. Strong commitment to affordable housing and community development. 1. Knowledge of and commitment to HFH-MC's mission and core values; 2. A desire to work with families from diverse backgrounds; 3. Ability to fairly review homeownership criteria; 4. Sensitivity to diverse and/or low-income individuals and families; 5. Effective communication & good people skills; 6. Ability to exercise confidentiality at all times

Job description: 1. Help facilitate prospective homebuyer information sessions; 2. Review applications for completion and buyer readiness; 3. Complete home visits and submit report in a timely fashion; 4. Respectfully and actively participate in decision-making and selection of new homebuyer families; 5. Recommend homebuyers to the Board of Directors; 6. Distribute and publicize HFH-MC's homeowner program to a variety of peoples and communities; 7. Do intake and assessment for families interested in purchasing a home from HFH-MC; 8. Other items as needed to promote HFH-MC's mission of working with families in need of affordable homeownership opportunities.

To apply: Please submit the following information via e-mail to molly.martin@habitat-mc.org.

resume cover letter three references an email clearly stating your interest and skills

Deadline: The deadline for submitting materials is ongoing, ASAP. Training will take place September 8th, please contact us prior to that date.

For more information: Molly Martin Pelzer, Volunteer and Family Services Manager, molly.martin@habitat-mc.org or (301) 990-0014 x 18.

All applicants will receive notification of their application status regardless of decision.
