

ASHEVILLE AREA HABITAT FOR HUMANITY
Community Engagement Committee
Job Description – Program Outreach Volunteer

JOB SUMMARY

Reporting to the Homeowner Programs Director, and as a member of the Community Engagement Committee, the Program Outreach Volunteers are articulate, outgoing individuals with the ability to inspire others. Volunteers will help educate the community and help recruit potential applicants for the Homeownership and Home Repair programs provided by Asheville Area Habitat for Humanity by participating in speaking engagements, attending events with partner families, making presentations to interested groups, tabling at events, and distributing information/collateral material throughout the community.

ESSENTIAL FUNCTIONS

1. Be available (often on weekday evenings and weekends) to participate in outreach/tabling/tradeshows events. Total time commitment is approximately 2-4 hours per month.
2. Be well versed about Asheville Area Habitat and its programs and services.
3. Be proactive about staying informed about the affiliate's work by subscribing to the affiliate newsletter and social media.
4. Be comfortable directing questions to a staff member if you are unsure of the answer.
5. Be willing to deliver collateral and post flyers throughout the community.
6. Assist in identifying opportunities to share the Habitat story.
7. Attend bi-annual committee meetings for training/program updates.

QUALIFICATIONS

Volunteer candidates must have at least 1 of the following:

- Formal education or work experience in social services, law, or non-profit focused on community development, health, housing, or family services.

- Volunteer experience in working with low-income households, community development, health, housing, legal or family services.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

This job operates primarily in and around the community in partnership with other low-income and/or housing organizations.

Regularly works in outside conditions that can include inclement weather, heat and humidity, high noise levels and navigating rough terrain.

Must be able to lift 10 lbs. of collateral and tabling materials.

Must be able to travel to meetings and events and communicate appropriately with stakeholders.

Some evening and weekend hours required.