

## AmeriCorps Member – ABWK Volunteer Facilitator

**Living Allowance:** \$14,500

**Start Date:** Tuesday, September 3, 2019

**Education Award:** \$6,095

**End Date:** Friday, August 15, 2020

**Reports to:** ABWK Site Supervisor,  
National Service Program Manager

**Schedule:** Monday – Thursday (winter/spring)  
Wednesday – Saturday (summer/fall)

### additional benefits

In addition to the living allowance and Segal Education Award, members receive a \$35/month cell phone allowance, \$200 boot and tool allowance, health insurance, and may have access to childcare reimbursement and an affordable housing option (\$200/month). Additionally, members receive extensive training and professional development opportunities.

### position summary

The ABWK Facilitator provides direct support to ABWK Site Supervisors, Construction Assistants, ABWK volunteers and homeowners painting and rehabilitating Habitat homes. Members will serve four ten-hour days per week.

### essential responsibilities

- Assist Supervisors to prepare ABWK sites for daily paint & rehabilitation activities
  - Review plans with Site Supervisors to determine required materials and tools
- Serve as a member of ABWK crews, performing various paint and construction tasks as assigned by Supervisors, building cooperatively with volunteers and homeowners
- As assigned, lead volunteer and homeowner crews
  - Communicate assignments
  - Teach appropriate use of materials and tools
  - Answer questions and provides assignment feedback
- Participate in AmeriCorps-related activities as assigned
  - Attend orientation at beginning of service
  - Participate in scheduled affiliate, program and statewide AmeriCorps events

### essential qualifications

- 18 years of age or older
- A U.S. Citizen or U.S. National or a lawful permanent resident
- High school diploma or GED
- Possess a valid driver's license with a good driving record
- Successfully pass background, sex offender and FBI fingerprint checks
- Must submit contact information for one professional reference
- Must have access to reliable transportation

### essential physical requirements

- Stand and walk for the majority of the day
- Walk and climb on uneven surfaces and use stairs and work on ladders up to 40 feet high
- Bend, lift, grasp, reach, push, and pull materials and tools
- Give and receive detailed information through verbal communication
- Periodically lift and move loads up to 75 pounds
- Pass DOT Physical

## **knowledge, skills and abilities**

- Ability to learn and apply safety, painting and construction terminology, tool and material-usage and general techniques
- Ability to train volunteers in basic painting and construction techniques.
- Good oral and written communication skills
- Ability to make routine decisions and problem-solve
- Adaptable and flexible regarding varying communication and work styles, assignments and service hours
- Perform and solve basic math calculations and problems
- Ability to serve independently or in a group
- Experienced or ability to learn basic computer skills, including Microsoft Office Suite
- Independently operate a motor vehicle
- Prior volunteer experience preferred

## **service environment**

The majority of the service position is performed outside on an existing home, with some interior projects. Frequent exposure to dirt, dust, dampness, construction debris, lead paint, mold, extreme temperatures, warehouse and construction noises, fumes and construction material odors.

## **service environment**

Hand and power tools including a: hammer, wrench, screw driver, utility knife, tape measure, scissors, drill, reciprocating saw, etc., including proper safety equipment and clothing.

## **affirmative action and equal opportunity employer**

The Minnesota Habitat for Humanity AmeriCorps Program will take Affirmative Action to ensure that all employment practices are free of discrimination. Such employment practices include, but are not limited to, the following: recruitment, employment advertising, selection, hiring, upgrading, promotion, demotion, transfer, layoff, disciplinary action, termination, rates of pay or other forms of compensation, and selection for training and apprenticeship opportunities. Reasonable accommodations will be made for qualified individuals with known disabilities for interviews and for service positions. The Minnesota Habitat for Humanity AmeriCorps Program strives to engage men and women from a wide variety of cultures, races, educational backgrounds, socioeconomic statuses, ages and abilities.

**To apply, please submit your resume by email to [AmeriCorpsProgram@tchabitat.org](mailto:AmeriCorpsProgram@tchabitat.org) or [Kristal.Sawatzke@tchabitat.org](mailto:Kristal.Sawatzke@tchabitat.org).**