



## **AmeriCorps National Direct Service Members**

In 2010 – 2011, Atlanta Habitat for Humanity will be participating in the AmeriCorps program for the seventh year. AmeriCorps is a national service program that engages members of all ages in direct service and capacity-building to address unmet community needs.

Beginning in early September 2010, Atlanta Habitat will host five AmeriCorps National Direct members. Each position is full-time for approximately 11 months/1700 service hours. A modest living allowance and benefits will be provided, with some housing available (on first come, first served basis). At the completion of service, an education award is available. Please see [www.AmeriCorps.gov](http://www.AmeriCorps.gov) for more information.

All positions are contingent upon receipt of grant funding. To apply, please send a cover letter specifying the position applied for and resume to [syd.janney@atlantahabitat.org](mailto:syd.janney@atlantahabitat.org).

The following positions are available:

### **AmeriCorps Assistant Houseleader (3 positions)**

The AmeriCorps Assistant Houseleader will support the Houseleader in the construction of single-family, EarthCraft-certified houses, using a labor force of volunteers and homebuyers. Construction skills are helpful, but training will be provided. Saturday duties will include safely and effectively supervising small groups on construction sites to install roof trusses, roof decking, shingles, soffit, siding, vinyl flooring, and interior trim. Tuesday through Friday duties will involve hands-on construction. Must have valid driver's license and reliable transportation. Hours are Tuesdays through Saturdays, 8:00am to 4:30pm.

### **AmeriCorps Volunteer Management Assistant (1)**

The AmeriCorps Volunteer Management Assistant helps recruit, train, coordinate, and recognize volunteers. He/she will process individual volunteer applications on an ongoing basis, recruiting and scheduling an average of 20-25 construction volunteers a week, as well as volunteers for the warehouse, ReStore and other departments as needed. Must have valid driver's license and reliable transportation. Candidate should possess good people skills, public speaking skills, be highly organized, detail oriented, and should have knowledge of Microsoft Office, Outlook and the Internet. Hours are Monday through Friday, 8:30am to 5:00pm, with 1-2 Saturdays worked per month.

### **AmeriCorps Family Services Assistant (1)**

The AmeriCorps Family Services Assistant will develop and maintain systems targeted to an active homeowner education program, including support to a technology program for homeowners. Other duties include compiling data that supports homeowner education courses, researching community resources for homeowners, and assisting with outreach events. Candidate should possess good people skills, be highly organized and detail oriented, and

should have knowledge of Microsoft Office, Outlook and the Internet. Spanish speaking skills are preferred. Hours are Monday through Friday, 8:30am to 5:00pm, with an occasional Saturday required.

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*Building a Better Atlanta, One Home at a Time.*