VOLUNTEER SKILLED SUPERVISOR

Objective: Volunteer Skilled Supervisors (VSS) play an integral role on Atlanta Habitat build sites by leading small groups of volunteers on construction-related tasks and serving as an ambassador for the organization.

Outline of Volunteer Responsibilities:
• Ensure volunteers understand and follow safety guidelines
• Lead small groups of volunteers and teach them the necessary skills to accomplish the construction related tasks for which you are responsible
• Work alongside the volunteers assigned to you (make sure they’re working with you and not just watching)
• Understand that VSS are a primary contact that many volunteers have with Atlanta Habitat, so you are an ambassador who impacts their perception of the organization and their continued support of its mission
• Ensure a positive volunteer experience for all (i.e. treat volunteers with respect and kindness, make sure they feel that their time is used productively and they have made a difference, facilitate interaction with the homebuyer family, etc.)
• Educate volunteers about Atlanta Habitat’s mission and key messages and direct them to other informational resources such as the website, Atlanta Habitat staff members, etc.
• Report any volunteer problems/concerns to the Atlanta Habitat house leader on site.

Schedule and Time Commitment: Atlanta Habitat builds take place every Saturday (excluding major holiday weekends) from 7:30 am to 3:30 pm at sites located throughout the City of Atlanta and Fulton County. Other build days are scheduled as needed. Skilled Supervisors are required to commit to an average of one build day per month.

Training and Support:
• Work as a general construction volunteer for one or more build days to understand Atlanta Habitat and our construction systems.
• Shadow an experienced VSS for an additional 3 build days, plus one day in which you lead the task, until you and the supervisor both feel that you are ready to lead groups of volunteers on your own
• Attend regular training sessions (approximately 1 per year on weeknights)

Qualifications: While no prior construction experience is needed to serve as a VSS, you must:
• Have passion and enthusiasm for Atlanta Habitat’s mission
• Possess excellent interpersonal skills and the ability to lead small groups
• Be 18 years or older
• Sign a Release and Waiver of Liability form online annually

To get started:
1) Attend Atlanta Habitat’s Volunteer Orientation.
2) Contact Drew McGuffin, Volunteer Manager, at drew.mcguffin@atlantahabitat.org to request an application, or pick up an application from a house leader at the build site.