

## VOLUNTEER HOME SMART INSTRUCTOR

### Objective:

Home Smart Instructors teach elective classes that are designed to make homeownership a successful and rewarding experience for Atlanta Habitat homebuyers.

### Background:

Atlanta Habitat homebuyers attend 13 Home Smart classes during the pre-lease period through the first-year lease period as a requirement for closing on their homes. The Home Smart program has 12 classes that are required, and homebuyers may choose the 1 other class from a list of electives.

The required classes are *Orientation*, *Intro to Homeownership*, *HOME Room I* (a home repair and maintenance class), *Budgeting*, *Credit*, *Community Involvement*, *Crime Prevention*, *Energy Use in Your Home*, *Your Mortgage* and *HOME Room II*. These required classes are taught by long-term partners, but we are always looking for innovative ideas for elective classes, and for volunteer instructors to teach them. Some examples of electives that have been offered in the past are *Landscaping*, *Emergency Preparedness and Fire Safety*, *Investment and Retirement Planning*, and *Decorating on a Budget*.

### Outline of Responsibilities:

- Propose an idea for a class to be offered as an elective. The topic should be related to successful homeownership, and fall under one of the following categories: *Finance*, *Home Management*, *Home Maintenance*, *Community Involvement*, *Continuing Education*, *Health & Wellness*, and *Nutrition*.
- Develop a lesson plan/presentation for 1 1/2-hour class based on objectives provided by Atlanta Habitat staff. The more interactive the class the better.
- Develop accompanying materials that homebuyers can take home with them after the class.
- Teach the class.

### Schedule:

Classes are generally held on Tuesday evenings from 7:00 pm-8:30 pm and Saturday mornings from 9:00 am-10:30 am. Electives are typically scheduled 6-9 months in advance.

### Time Commitment:

We only ask a Home Smart Instructor to commit to one class at a time. Afterward, the instructor and Atlanta Habitat staff work together to determine whether that class will be offered again (based on class evaluations, the instructor's availability, and the upcoming Home Smart schedule).

### Training and Support:

- Copies of accompanying materials can be made at the Atlanta Habitat office, if necessary.
- Atlanta Habitat will provide a laptop computer and a projector if needed.

### Qualifications:

- Passion and enthusiasm for Atlanta Habitat's mission.
- Good presentation skills.
- Strong background or expertise in the subject area on which you will be presenting.

### To get started:

- Volunteers attend a new volunteer orientation. **(Pre-Requisite)**
- All Volunteers are required to sign a Confidentiality Agreement and Waiver of Liability. **(Pre-Requisite)**
- Sign-up to be a for a Volunteer Home Smart Instructor event on [Volunteer Hub](#).
- Have questions? Contact Melissa Klein (404) 223-5180 ext. 163 or [melissa.klein@atlantahabitat.org](mailto:melissa.klein@atlantahabitat.org).  
to discuss any ideas you might have for a class related to successful homeownership that you would like to teach.