



Open House Host

Volunteer Services Description:

Twin Cities Habitat for Humanity Open House Host Volunteers will conduct open house events for Habitat homebuyers to visit unmatched homes.

Responsibilities:

- Retrieve necessary materials from Habitat staff before open house events
- Unlock and lock the Habitat house at the beginning and end of the event
- Remain at the house throughout the duration of the scheduled event
- Answer homebuyer questions, or direct homebuyers to appropriate Habitat staff members and resources
- Complete the "open house checklist" at the end of the event to ensure the house is tidy and secure before leaving
- Maintain open communication with Project Management staff should any issues or concerns arise

Volunteer Impact:

Provide Habitat partner families with the opportunity to view rehab homes, so they may make well-informed decisions about purchasing their first home. Support TC Habitat in using limited staff time and resources effectively.

Preferred Skills and Qualifications:

- Strong verbal communication skills
- Eagerness to work with a culturally diverse population
- Ability to manage open house event independently and without supervision
- Access to reliable transportation to and from events throughout the 7-county metro

Time Commitment:

- Each open house will last for 3 hours
- Open Houses will take place Thursdays and Saturdays the second and third week of the month
- Commit to hosting two to four open house events per month as shifts are available
- Minimum 6-month commitment

Requirements:

- Attend Volunteer Orientation with Volunteer Coordinator
- Interview with Volunteer and Homeowner Development staff
- Complete TCHFH confidentiality and background check forms
- Volunteers must be at least 18 years old

Training and Supervision:

Training will be provided by the Volunteer Coordinator and the Homeowner Development team.

Contact:

Volunteer Coordinator | volunteer@tchabitat.org | Phone: 612-305-7114