



### Habitat for Humanity Volunteer Registration Form

Name: (please print) \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: (mailing address) \_\_\_\_\_ Phone (H): \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone (C): \_\_\_\_\_  
 Employer: \_\_\_\_\_ Phone (W): \_\_\_\_\_ Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 E-Mail: \_\_\_\_\_  Male  Female  
 Service Organization: \_\_\_\_\_ Thrivent Member: Yes  No   
 Church: \_\_\_\_\_

- CHECK THIS BOX IF YOU ONLY VOLUNTEER WITH A GROUP (PLEASE SPECIFY GROUP) \_\_\_\_\_
- Check this box if you are fulfilling court ordered community service.
- Yes, I am 55 or older & interested in the RSVP (Retired Senior Volunteer Program) please send the enrollment forms

#### OFFICE - Check when you are available to volunteer:

Monday  Tuesday  Wednesday  Thursday  Friday  
 9:00am - 1:00pm  1:00pm - 5:00pm Are you available every week for the same day & shift? Yes  No   
 Are you a seasonal resident  Available From \_\_\_\_\_ To \_\_\_\_\_

#### CONSTRUCTION - Check when you are available to volunteer:

Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
 Are you willing to travel within Douglas County to volunteer?  Yes  No  
 How often would you like to volunteer?  Anytime  Weekly  Monthly  Occasionally  
 Are you a seasonal resident  Available From \_\_\_\_\_ To \_\_\_\_\_

#### IDENTIFY YOUR INTEREST IN THE OPPORTUNITIES BELOW:

##### CONSTRUCTION SITE

- General Building
- Interior Trim Installation
- Ceramic Tile Installation
- Laminate Installation
- Painting
- Landscaping
- Lot Maintenance
- Other Skills \_\_\_\_\_

##### SUPERVISOR POSITIONS - Will require further discussion with Construction Managers

- Construction Site Supervisor
- Painting Supervisor
- Punch List Supervisor

##### OFFICE

- Thank you notes
- Custodial
- Clerical/Phone Skills
- Computer Skills
- Call/Schedule Volunteers

##### SUPPORT

- Site Host/Greeter
- Family Mentor
- Food Preparation
- Devotions
- Final Home Clean Up
- Special Events

##### DEVELOPMENT

- Donor Engagement
- Fundraising
- Speakers Bureau
- Church Contact
- Grant Writing
- Publicity/Marketing
- Training/Orientations
- Photography
- Writer/Editor
- Graphic Design
- Web Design
- Pick up Donated Items
- Coordinate Youth Activities

#### WOULD YOU BE WILLING TO SERVE ON A COMMITTEE? - See descriptions on back of form - please select only one (1):

- Construction
- Development
- Family Selection
- Family Support
- Resale
- Volunteer Faith Relations

#### I HAVE SOMETHING TO DONATE:

- Cabin/Home
- Financial Support
- Land
- Lumber
- Other \_\_\_\_\_

#### I HAVE THESE ITEMS FOR USE:

- Truck
- Trailer
- Other \_\_\_\_\_

#### DONATE LICENSED SERVICE:

- Excavation
- Electrical
- Plumbing/HVAC
- Real Estate Appraisal
- Other \_\_\_\_\_

Please return completed form to: HFH, 911 State Hwy 29 N Suite 200 Alexandria MN 56308

Please note: If mailing after March 1st, please send to: HFH, 1211 N Nokomis NE, Alexandria MN 56308

PRIVACY POLICY: We will not give out this information or use it for any other purpose than support and volunteering for HFH. Over→



To ensure that committee members can comfortably contribute their time and efforts, we request that each volunteer selects to participate on only one (1) committee.

**Committee Descriptions**  
**Join our leadership committees to find out how Habitat for Humanity really works!**

**CONSTRUCTION**

Directs and facilitates all aspects of construction including house design criteria, materials, plans, cost estimates, bid process, permitting, scheduling, safety and training of crew leaders and volunteers. The site selection sub-committee works with construction managers to identify affordable property to build on. This includes working with local government officials on acquiring land and lots for building, water and sewer hookups and working with the construction team to be sure lots are "buildable" for a house suitable for a partner family.

**DEVELOPMENT**

Assists the board and staff with annual fund development by planning and building relationships with donors for either cash or "in-kind" gifts of material, labor, property, or support. This team also needs people who can support public relations strategies and special events. You will be surprised to find how eager people are to give when they understand the principles of Habitat!

**FAMILY SELECTION**

Evaluate and verify applications from prospective Habitat homeowners, investigate their finances and current living conditions, and select candidates who meet established criteria. The board approves partner families following recommendations by this committee.

**FAMILY SUPPORT**

Establish tools and procedures for training and supporting partner families in the homeownership process. Members recruit and train mentors who have good people skills to work with partner families both before and after construction to ensure families know what is required in the area of sweat equity, provide a record of that time requirement, and help in the transition of true homeownership.

**RESALE**

This team assesses salability of items offered for donation and operates a program whereby donated materials and merchandise are sold to the public. The income generated from the project goes specifically toward expanding the affiliate building program.

**VOLUNTEER FAITH RELATIONS**

This committee serves to carry out the ministry of Habitat to identify, recruit, orient, utilize, retain and organize volunteers and work with community churches to strengthen and support the affiliate by seeking prayer and financial resources. This team serves to increase the interest, involvement and support of Douglas County congregations in the Habitat mission.

**\*All committees generally meet once a month.**

**For more information contact:**  
  
**Habitat for Humanity of Douglas County**  
**911 State Hwy 29 N Suite 200**  
**Alexandria MN 56308**  
**\*\*\*NOTE: After March 1, 2012 address will change:**  
**1211 N Nokomis NE**  
**Alexandria, MN 56308**  
**Telephone (320) 762-4255**  
**Fax (320) 762-1580**  
[info@hfhdouglascounty.org](mailto:info@hfhdouglascounty.org)  
[www.hfhdouglascounty.org](http://www.hfhdouglascounty.org)

**Office Use Only:**

**Date entered into Keystone:** \_\_\_\_\_ **Hub:** \_\_\_\_\_  
**Waiver Form on file:** Yes \_\_\_\_\_ No \_\_\_\_\_  
**Date on Waiver** \_\_\_\_\_