# Headquarters Maintenance Volunteer

**Supervisor and Department:** Facilities Manager, Business Solutions

**Who You Are:** You like working independently and trouble-shooting tasks on your own. You have a knack for fixing things and want to be a part of a group of like-minded people that share similar values and look for an organization that welcomes everyone to be a part of the mission. You are seeking an opportunity to be part of something larger; more impactful. If this sounds like you, please allow us to introduce ourselves.

**Who we are:**

Habitat for Humanity of Metro Denver (Habitat Metro Denver) is part of a global, nonprofit housing organization that seeks to put God's love into action by bringing people together to build homes, communities, and hope. Habitat for Humanity was founded on the conviction that everyone needs an affordable, healthy and stable place to live in dignity and safety, and that affordable housing should be a matter of conscience and action for all.

To achieve our vision of a world where everyone has a decent place to live, Habitat Metro Denver builds, renovates and sells homes in partnership with low- and moderate-income families. The organization also works with existing low-income homeowners in formerly red-lined Denver neighborhoods to do critical home repairs. Throughout its 42-year history, Habitat Metro Denver has served more than 2,500 households and is the 8th largest producer in the Habitat U.S. network.

Habitat for Humanity's ReStores support Habitat's mission to build and preserve affordable homeownership opportunities in the Metro Denver area. The ReStores are home improvement outlets that sell donated building materials, home furnishings, appliances, and more at a discount to generate funds to support Habitat for Humanity.

**How We Succeed Together:**

Habitat Metro Denver's **Cultural Blueprint** highlights the specific behaviors and mindsets that support our core values and guide day-to-day decisions, behaviors, and interactions of every person within our organization.

# Headquarters Maintenance Volunteer

**Overview:** To fulfill an unmet need at our Headquarters, this new role aims to address small maintenance issues through the assistance of volunteers. The maintenance volunteer will play a crucial part in maintaining and enhancing the functionality of our spaces.

**Major Responsibilities:**

- Become a Habitat for Humanity ambassador by embracing our Cultural Blueprint
- Repair equipment and appliances.
- Perform small landscaping projects.
- Repair minor plumbing and electrical issues.
- Repair minor floor, door, or wall damage.
- Mount items.
- Follow safety rules and regulations.
- Other projects as available.

**Time Commitment:** 2-3 hours per week. Hours may vary depending on need.

**Knowledge, Skills & Abilities:**

- Ability to pass background check.
- Basic maintenance experience & knowledge in the areas of plumbing, electrical, landscaping, and minor repairs.
- Ability to lift 50+ pounds.
- Able to climb ladders.
- Adheres to safety regulations.
- Comfortable working independently.
- Willing to travel to at least two Habitat locations across the Metro Denver Area.
- Willing to make a long-term commitment.

**Training:**

- Habitat Volunteer Orientation

**Locations:** Habitat Metro Denver Headquarters, 430 S Navajo St

**Impact:** By leveraging volunteers for maintaining our facilities, we can save money by avoiding the need to hire vendors. This position will also work through a significant backlog of projects to ensure that our locations are functioning efficiently and safely.

**Volunteer Benefits:**

- ✓ Camaraderie with a welcoming team of staff and volunteers (including BBQ's/happy hours/formal recognition events)
- ✓ Habitat swag
- ✓ 25% off select items at the 4 Metro Denver Habitat ReStores
- ✓ Develop professional skills and leadership skills.
- ✓ Scholarship towards a week-long Habitat Denver Global Village Trip after one year of service