



Volunteer Position Description: Resource Development Committee Member

PURPOSE

This purpose of this committee is to work with the Staff to plan and conduct activities/events to raise funds and solicit contributions and donations for Pikes Peak Habitat. The Committee creates fundraising strategies and works with the Staff on publicizing events. The Resource Development Committee will ensure development activities effectively accomplish the mission to provide funding for safe, decent, and affordable housing.

CHAIR

STAFF

Iain Probert

719.475.7800

iain@pikespeakhabitat.org

MEMBERS

Committee Chair, Director of Development, Development Associate and at-large Committee Members.

FREQUENCY

MAJOR RESPONSIBILITIES

- Update development by-laws and policies as needed, and work in conjunction with the Faith Relations Committee.
- Develop the annual development strategic plan and budget in cooperation with the Development Director.
- Help identify and recruit long-term donors and sponsors and other committee members.
- Partner with Pikes Peak Habitat for Humanity Staff as necessary for special projects, problem solving, and consultation.

EXPECTATIONS

- Members shall be expected to commit to at least one two-year term beginning in July.
- Make the appropriate time commitment to attend and participate in meetings, with additional time as required for other preparation and special projects.
- Be prompt and attend all meetings of the Development Committee. If it is necessary to be absent (i.e. an unavoidable work situation or illness) the member will inform the committee chair or staff. No more than two unexcused committee meetings within a 12 month period.
- Actively participate in and contribute to the discussion by making ideas and feelings known.
- Be good ambassadors for PPHFH and promote its mission.

QUALIFICATIONS

- Familiarity with development disciplines (major gifts, annual fund, estate planning, direct mail, social media) and/or communication strategies.
- Members should include professionals from the disciplines of development, communications, sales and marketing.

TRAINING

- Orientation, Prospective Member Visit, Construction Site Walkthroughs.

BENEFITS TO YOU

- Work with other professionals to ensure El Paso County's low income families have the opportunity to safe, decent and affordable housing.
- Access to Habitat for Humanity training resources such as HFH Knowledge Center and HabitatLearns.