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***Volunteer Position Description: Delinquency Committee Member***

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**PURPOSE**

This Committee supports the PPHFH Homeowner Services Department in ensuring consistent and equitable execution of PPHGH's Delinquency Management Policy.

**STAFF**

Janet Risley  
Director of Homeowner Services  
[janet@pikespeakhabitat.org](mailto:janet@pikespeakhabitat.org)  
(719) 475 7800

**MEMBERS**

Director of Homeowner Services, Executive Director, Board Treasurer, Bookkeeper, at-large Committee members.

**FREQUENCY**

Meets monthly if there are homeowner accounts in need of review. Date and location TBD.

**RESPONSIBILITIES**

- Attending monthly committee meetings and other regularly scheduled events.
- Reviewing information about delinquent homeowners as provided by PPHFH staff and making recommendations based on full understanding of the delinquency policy, and commitment to the equitable treatment of PPHFH's homeowners and organization sustainability.
- Research difficult circumstances and topics as needed.

**QUALIFICATIONS**

- High integrity, strong work ethic, and a connection to habitat for Humanity's mission.
- Detail oriented.
- Professional communicator and trustworthy with sensitive information.
- Ability to reserve judgment and be committed to equitable and consistent decision-making.
- Culturally competent; ability to work with families from diverse cultures and backgrounds.
- Preferred skills and experience include: knowledge and experience in consumer law, lending and mortgage regulations.
- Proficiency in language(s) other than English is helpful.

**TRAINING**

- Orientation, ongoing training opportunities on mortgage regulations and cultural competency.

**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.