



Volunteer Development Coordinator

Salary: Please visit www.AmeriCorps.gov to view salary and benefits package.

Education: Bachelor (BA, BS, etc.)

Location: Redwood City, California, 94063, United States

Posted by: [Peninsula Habitat for Humanity](#)

Job Category: Advocacy, Fundraising &
Development, Public relations, Research

Type: Full time

Last day to apply: September 25th, 2007

Language(s): English

Job posted on: August 22, 2007

Area of Focus: Community Building and Renewal,
Community Service and Volunteering, Housing and
Homelessness

Description:

Peninsula Habitat for Humanity builds homes for low-income families in San Mateo County through volunteer and community support. We are seeking a Volunteer Development Coordinator to serve as an AmeriCorps VISTA for one year. The AmeriCorps VISTA program is a federal service program that works with low-income communities to eradicate poverty in the United States. Please see www.AmeriCorps.gov to learn more about the VISTA program.

The Volunteer Development Coordinator will work with the Development Department to ensure the success and long-term sustainability of Peninsula Habitat's Volunteer program by implementing volunteer management policies, assisting in establishing a Youth Program, and developing an outreach plan targeting new potential volunteer partners.

Additional Qualifications:

- Detail-Oriented
- Willingness to learn about the affordable housing crisis in the Bay Area
- Strong oral and writing skills
- Ability to interact, make presentations and work with a diverse group of people

How to Apply:

Please send resume and cover letter ASAP to Andrew Slaton andrew@peninsulahabitat.org. Please indicate that you are interested in applying for the Volunteer Development position.

While the position starts on November 26th, we need to select the Volunteer Development Coordinator by September 25th.