



Habitat for Humanity of West Central MN
PO Box 1171
Willmar, MN 56201
320-231-2704 or 877-926-6434

Prospective Committee Member Application

A description of the standing committees and member responsibilities is found at the end of this document. To which committee(s) would you like to apply? _____

Last Name _____ First Name _____ Middle Initial _____

Home Address _____

Work Address _____

Mailing address _____

Phone Numbers: H _____ W _____ C _____ F _____

Email Address: Home _____ Work _____

Date of Birth _____ Gender _____ Ethnic Background _____

Have you been involved with Habitat for Humanity in the past? Yes / No

If so, for how many years of experience do you have with Habitat? _____

In what capacity? _____

With which affiliate(s)? _____

Please describe your Habitat experience _____

Current/Past Profession(s) _____

Name of Current Employer _____

Describe your skills and experience which you will contribute to the committee. _____

Other non-professional skills or talents _____

Education beyond high school (list degree, major coursework) _____

Please list your community involvement and other volunteer experiences _____

How do you believe you will contribute to the mission and goals of HFHWCM as a committee member?

A description of the standing committees and member responsibilities is attached. Do you foresee any difficulties, problems, or conflicts fulfilling your responsibilities as a committee member? _____

Please describe _____

Signature of Applicant _____ Date _____

Thank you for applying and your interest in Habitat! We will be contacting you to further discuss your involvement.



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Committee Descriptions

Resource Development

Purpose: The committee is responsible for researching, developing, fundraising and implementing events and/or programs to raise funds and seek home sponsorships for Habitat for Humanity WCM. It solicits financial support from corporations, individuals, civic groups, and foundations. The committee will use public relations and marketing strategies to create awareness throughout HFHWCM's service area of the organization's mission, events, volunteer and homeownership opportunities.

Skills: Due to the diversity of this committee's work, a variety of skills and backgrounds are welcome. We seek people with skills such as public speaking, writing (grants and promotions), and event planning. We welcome individuals with experience working in churches as well as in the business and nonprofit sectors.

Faith Relations

Purpose: The Faith Relations committee will work to maximize the Affiliate's relationships with churches and faith-based organizations throughout our five-county service area.

Skills: Relationship building, community building, public speaking. Individuals with a passion for service and a commitment to their faith community.

Family Selection

Purpose: This committee is responsible for processing applications for homeownership. Throughout the selection process, committee members will complete home visits and interview applicants. Committee members are responsible for the implementation of family selection policies and procedures.

Skills: Methodical, trustworthy individuals. A background in social work and familiarity with public services is helpful but not required.

Family Support

Purpose: Members mentor partner families before and after construction to be sure that the families know what is required in the area of sweat equity, to provide a record of that time requirement, and to help in the transition to homeownership. This committee is responsible for the implementation of homeowner classes. Mentors may also help the families in the areas of budgeting and home maintenance.

Skills: Organized, caring, and timely individuals from many backgrounds make great mentors.

Site Selection/ Planning/ Construction

Purpose: Members will assist with finding and evaluating land selection issues; make recommendations to the board on future builds; evaluate construction process and make suggestions on ways to improve; determine construction costs; and review and update build designs as needed. This committee is responsible for ensuring compliance with HFHI and SHOP grant requirements. It will ensure Energy Star concepts and procure certification. It will seek new local donors for gifts-in-kind.

Finance Committee

Purpose: The committee shall: (i) oversee the implementation and administration of policies and procedures for handling and accounting for the finances of the corporation; (ii) prepare an annual revenue and expense budget for submission to the full board of directors; (iii) work closely with the Fund Development sub-committee to coordinate development of the resources needed to meet the revenue goals of the budget; (iv) monitor the implementation of the budget; and, (v) when necessary, make recommendations to the board of directors regarding adjustments to the budget. This committee shall consist of two (2) board members and two (2) members at large.

Skills: Strong background in finance is a must; familiarity with nonprofit sector is a plus.