



## Site Selection Committee Member Job Description

### Committee Description:

The Site Selection Committee shall be responsible for targeting the area or areas of the community in which the projects of WCHFH shall be developed, investigating and researching the availability of property, and recommending property to the Board of Directors for acquisition.

### Time Commitment:

The Site Selection Committee meets as needed, typically on the first Wednesday of each month. Meetings are held virtually or at the Habitat office at 109 Water Street. Duration 1-2 hours.

Site evaluation and research; coordination with Building Committee, Board, property owners/developers, local building authorities. (3-5 hours/month)

### Volunteer & Committee Responsibilities:

- Evaluate Front Royal and Warren County geographic area to determine appropriate and viable target neighborhoods in which WCHFH could build/rehabilitate
- Research appropriateness and viability of each site that is identified or offered to the affiliate
- Work in conjunction with the Building Committee and Board to evaluate the suitability of potential sites prior to acquisition
- Be looking for additional sites (Goal to build a 2-3 year land bank for future building)
- Be responsible for maintaining and preparing acquired sites until construction begins

### Preferred Skills/Abilities:

- Enthusiasm and passion for the mission and vision of Habitat
- Reputation for integrity, the ability to keep commitments, and willingness to learn
- Good communication skills
- Real estate, land development, and/or construction experience
- Prior involvement in low income housing
- Familiarity with the community of need

### Benefits of Joining the Committee:

- Satisfaction of working to better our community by expanding home ownership opportunities
- Meet and network with fellow committee members, board members, and community leaders

### Committee Size:

4-6 members

### How to Apply:

Complete volunteer application and orientation. Application and orientation information can be found at <http://warrencountyhabitat.org/volunteer/>. Key volunteers are required to complete a Sex Offender Registry and Criminal Background Check. Please contact Jessica Priest-Cahill at (540)551-3232 or [jessica@warrencountyhabitat.org](mailto:jessica@warrencountyhabitat.org) with any questions.