



1 Belknap Road, Goose Creek, SC 29445

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1 Belknap Road, Goose Creek, SC 29445

Tele 843-572-9191 | Fax 843-572-2411 | restore@berkeleyhabitat.org

HFHBC Volunteer Position: Family Shepherd

Accountable to: Chair, Family Services Committee

Description:

A Family Shepherd, as a member of the Family Services Committee, is committed to carrying out the stated purpose of the committee and Habitat for Humanity of Berkeley County. The position's primary importance is to support the approved applicant by empowering him or her through homeownership. The Family Shepherd recognizes the homeowner as part of God's creation and relates to him or her holistically, respecting the values and individuality of each family member.

Expected Commitment:

1. Responsibilities begin when you are assigned with a family and continue until six months to one year after the family moves into their home.
2. Attendance at monthly family services committee meetings is expected.
3. Attendance at groundbreaking and home dedications.
4. Attendance at homeowner education workshops as you are able.
5. The Family Shepherd may choose to discontinue involvement after their family term is complete or renew by asking to be assigned to a new family.

Responsibilities:

1. Work hard at building a rapport with the family you have been assigned.
2. Serve as a liaison between the family and Habitat for Humanity of Berkeley County to ensure that the family understands the requirements of becoming a Habitat homeowner:
 - a. Sweat equity.
 - b. Homeownership workshop attendance.
 - c. House plans and options.
 - d. Down payment requirements, payment procedures, legal documents of sale.
3. Encourage and support the family in completing their sweat equity. Familiarize yourself with the sweat equity process and where the family should be in the sweat equity. Act as a facilitator in helping your family obtain transportation or childcare if either of these things are a problem for your family.



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4. Search for opportunities to integrate the family into other Habitat activities. Habitat families are partners in ministry in the same way that other Habitat volunteers are. Please be on the lookout for ways to encourage their participation in Habitat meetings, dedications, groundbreaking, education workshops, or other Habitat functions.
5. Involve the family in "building community" by meeting their prospective neighbors and other Habitat families.
6. Assist in media interviews. It is vitally important that the dignity and respect of the partner family be honored.
7. Mediate in times of conflict. You may be asked by the family or the administrative office to mediate trouble spots such as lack of progress, behavior on site, clarification of workshop requirements, etc.
8. Make sure that all issues of concern are reported to the Family Services Manager to be dealt with promptly and completely.
9. Identify needs and/or areas where the family could use additional assistance to make them more effective homeowners (i.e. home maintenance, budgeting, etc.).
10. Encourage your family to tap into appropriate community resources.
11. Make two contacts per month (i.e. phone call, groundbreaking, home dedication, homeownership education workshop, volunteer at the build site, etc.). Provide the family services committee with a report that shares the accomplishments, joys, questions, concerns.
12. Work to foster ongoing relationship with your family. For instance, you may think of sending greeting cards for special occasions or holidays, or simply to offer a word of encouragement.