**House Captain**

Volunteer Description

Rebuilding Together of Central Florida is a nonprofit organization with a mission to repair homes, revitalize communities and rebuild lives. Since 2002, our program has helped over 600 families in Central Florida access safe and healthy housing.

House Captains are volunteers skilled in construction and home repair who want to give back to their neighbors in need. House Captains assist with at least 1 project each year in every area of project planning and implementation, including meeting with the homeowner, completing a housing assessment, determining the contractor and volunteer labor needed to complete the work, and leading volunteers on the day of repair projects. Rebuilding Together of Central Florida staff are in frequent communication with House Captains to ensure that everyone is communicating effectively as a team and operations are running smoothly.

Responsibilities:

* Plans a quality and comprehensive home repair renovation project
* Visits project site and makes scope of work recommendations
* Coordinates project planning with RTCF staff to keep within the budget
* Determine the number of skilled and unskilled volunteers needed
* Delivers supplies to the project site
* Coaches volunteers on project safety and supervises volunteers the day of a project
* Completes a walk-through with the homeowner at the end of a project

Qualifications:

* Passion for helping others
* Good communication skills
* Flexibility and problem-solving skills
* Comfortable managing volunteers with diverse skill set
* Minimum of 3 years work or volunteer experience in construction, rehab, renovation and DIY home projects

**Reports to:** Program Manager

**Hours Per Week:** Minimum of 8 during project weeks

**Hours:**Monday through Friday, occasional Saturdays

**How do I apply?**

Please send your resume with work and volunteer experience to [rebuild@rtorlando.org](mailto:rebuild@rtorlando.org). A member of our team will review your application and will be in touch.

House Captain training will be held in Spring 2020 and a date will be announced soon. Interested in learning more? Contact Brian Coller, Program Manager at [brian@rtorlando.org](mailto:brian@rtorlando.org) or 407-898-3777 x3.