

**Pittsburgh Habitat for Humanity  
Committee Job Description**

**Nominating Committee Volunteer**

**Position:** Member of the Nominating Committee

**Accountable to:** Chairperson of the Nominating Committee

**Description:**

The Nominating Committee is responsible for recruiting and selecting a board that is effective and representative of the entire community.

**Expected Commitment:**

A minimum of one six months is required. Time will vary depending on the amount of work the individual chooses to take on.

**Responsibilities:**

1. Attend monthly committee meeting.
2. Become aware of Pittsburgh Habitat.
3. Continually seek to identify prospective board members, committee members and present a report on the nominees to the board of directors for approval.
4. Actively recruit prospective board members and committee members.

**Outcomes/Goals:**

**Training and Support Plan:**

Training and support will come from the Chair of the Nominating Committee and other Nominating Committee members.

**Qualifications:**

Good communication skills, interpersonal skills, enthusiasm about Habitat for Humanity.