



## 2011-12 AC Volunteer Host Application Addendum

Name: \_\_\_\_\_

**instructions:** after opening, "**Save As**" to your computer and add your name to the filename. Remember to **Save** again after completing before you email it in to [andyv@habitatekc.org](mailto:andyv@habitatekc.org)

**At Habitat for Humanity EKC**, we take pride in offering our families and volunteers a diverse set of services that draw on the whole people our Staff and AmeriCorps are, and the many gifts and talents they have. At the same time, we know we each have areas of strength and weakness, and seek to assemble a team that balances these and functions well as one body.

**Please rate honestly** your experience or natural strength in the following areas that pertain to your job description. You can add notes if you like. —**mark one box per line**—

Hospitality least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Organizational Skills least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Scheduling & Calendars least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Leadership & Recruiting least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Microsoft Office Suite least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Fundraising & Donor relations least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Personable/Customer Service least  —  —  —  —  —  —  — most

note \_\_\_\_\_

Self-Starter least  —  —  —  —  —  —  — most

note \_\_\_\_\_



2011-12 AC Volunteer Host Application Addendum

Name: \_\_\_\_\_

Attendance least  —  —  —  —  —  —  —  most

note \_\_\_\_\_

Adaptability least  —  —  —  —  —  —  —  most

note \_\_\_\_\_

Social Media tools least  —  —  —  —  —  —  —  most

note \_\_\_\_\_

Writing/Speaking least  —  —  —  —  —  —  —  most

note \_\_\_\_\_

Describe your leadership/teaching style by marking ONE Box between each pair of words below:

- Descriptive  —  —  —  —  —  —  —  Forecasting
- Showing  —  —  —  —  —  —  —  Telling
- Directive  —  —  —  —  —  —  —  Exchanging
- Supportive  —  —  —  —  —  —  —  High expectations
- Warm  —  —  —  —  —  —  —  Quiet
- From a distance  —  —  —  —  —  —  —  Come alongside
- Micro-managing  —  —  —  —  —  —  —  Macro-managing
- Engaging  —  —  —  —  —  —  —  Clear boundaries
- Expressive  —  —  —  —  —  —  —  Focused
- Room for mistakes  —  —  —  —  —  —  —  Close contact
- In front of the pack  —  —  —  —  —  —  —  Lead by example

As we are a dynamic affiliate, **we often have short-term side projects** that AmeriCorps can participate in for hours outside their normal job duties. These projects often draw upon members' other professional skills and hobbies. Some examples have included: artistic projects, architecture, photography, leading workshops, creating manuals, improving site systems, and office projects. **Please tell us a little about your background in any special skills you bring to the team, and anything else you want us to know:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

After completing this form, return it to [andyv@habitatekc.org](mailto:andyv@habitatekc.org), and remember to complete your AmeriCorps application online as well. Thank you!