

1.8 Deputy Team Leader Job Description

The aim of the Deputy Team Leader position is to give potential Team Leaders the skills and experience to enable them to feel confident to lead a future build.

We believe that, to be a good Team Leader, you must have first experienced all aspects of being a team member. An essential part of that learning experience is for the Deputy Team Leader to help manage a group prior to the build and to fundraise alongside that group to fund their place on the expedition. This gives the Deputy the opportunity to engage with supporters of Habitat for Humanity and to be able to empathise with the work required to fundraise for such a build.

Once on the build, the Deputy will take on any role the Team Leader deems necessary, such as managing specific site responsibilities to working alongside small groups on the worksite. The Team Leaders will, in turn, impart their knowledge to the Deputy Team Leaders to give them the confidence to run their own team.

At the end of the build, the Team Leader will be asked to review the Deputy Team Leaders abilities to manage a future team and will be asked to make some suggestions about the type of group or location that you would be best suited to for your first build. Upon receipt of a positive review from the Team Leader, we will then endeavour to place you on a build as a Team Leader.

Post Title:	Habitat for Humanity Great Britain Deputy Team Leader (DTL)
Reports to:	The Habitat for Humanity Global Village Team
Location:	Worldwide
Salary Range:	Voluntary (with expenses)
Background:	The vision of Habitat for Humanity is a world where everyone has a safe and decent place to live. Habitat for Humanity Great Britain (HFHGB) www.habitatforhumanity.org.uk is part of the international Habitat for Humanity network that strives to eliminate poverty housing from the face of the earth, ensuring that every child and every human being has a safe, healthy and decent place to lay down their head at night. Habitat for humanity has a range of interventions to achieve this goal; housing microfinance for repairs, additions and renovations, advocacy especially for secure land tenure and housing rights, 100% subsidised housing for orphans and vulnerable groups, disaster response, water and sanitation....
Job summary:	Global Volunteering is one of the cornerstones of the charity and our Deputy Team Leaders are the extended arm of the organisation and are expected to represent the charity in all forms when engaging with our volunteers.
Flexibility:	Habitat for Humanity Great Britain is a small charity that is seeking to rapidly expand its activities and impact to fight poverty across the world. This means that the organisation must be adaptable and have an ambitious, dynamic and flexible team of staff and volunteers.

Copyright Statement

© Copyright 2014 Habitat for Humanity Great Britain [HFHGB]. All rights reserved. No part may be published in any form, or by any means, including photocopying, without permission in writing of HFHGB.

Purpose: To act as the extended arm of the charity when interacting with volunteers. To support the Team Leader throughout the duration of the build in any capacity they see fit. To act as another 'pair of eyes' and to monitor all health and safety activity on-site.

Main Duties and Responsibilities

1. Pre-departure

- To assist in the recruitment and retention of team members
- To aid the team members to achieve their fundraising goals by offering advice and support
- To be the extended arm of the Habitat team and to act as an advocate of the charity

2. On the build

- Serve the Team Leader to ensure the team have a worthwhile and rewarding experience
- To monitor Health & Safety activity on-site
- To be friend, confidant, empathiser to all team members
- To advocate for the charity
- To help manage the team's expectations
- To assist with daily team meetings
- To be prepared for and deal with unexpected situations
- To help ensure that the team have a meaningful trip
- To help ensure that the team are a blessing to the community
- To help ensure each team member returns as an advocate of Habitat for Humanity Great Britain

Candidate requirements

Whilst there is less essential experience needed to become a Deputy Team Leader, there are some requirements you will need to satisfy before you are considered for the position.

- Group management experience
- Personal travel experience

Whilst building skills are desirable, they are not an essential requirement

Experience and knowledge

Essential:

All Deputy Team Leaders must be able to demonstrate

- Physical ability to undertake a strenuous role

Copyright Statement

© Copyright 2014 Habitat for Humanity Great Britain [HFHGB]. All rights reserved. No part may be published in any form, or by any means, including photocopying, without permission in writing of HFHGB.

- The ability to manage effectively unexpected circumstances
- Good interpersonal skills
- Patience
- A sense of humour!
- A willingness to learn

And above all, to have the ability to turn every one of the team members on your build into advocates of Habitat for Humanity!

Copyright Statement

© Copyright 2014 Habitat for Humanity Great Britain [HFHGB]. All rights reserved. No part may be published in any form, or by any means, including photocopying, without permission in writing of HFHGB.