



Fahe's CHEF (Community Housing and Economic Fellowship)

2018 Term – Individual Project Detail

Project Title: CHEF - Housing and Community Support Specialist Service Term: Summer (May – August 2018)
Service Site/Organization: Mountain T.O.P., Inc. Service Site Location: Altamont, TN
Project Focus Area(s) Primary: Alleviation of substandard housing Secondary: Family empowerment
Qualifications Requested: Construction management or related field Upper level classman (junior or senior working toward 4-year degree) with 3.0 GPA or higher Education Focus: Construction management or related field.
Compensation: Stipend of \$5700 for 12 week term

Application Information:

- * **Completed applications are due no later than April 6, 2018, and will be reviewed in the order they are received.**
- * Applications must be submitted via either online portal and/or email to Angela Stephens at astephens@fahe.org. **Please include the CHEF Project Title you are applying for in your email subject line.*
- * Completed applications will include:
 - resume
 - transcript
 - cover letter
 - 2 references
 - one educational (professor/teacher) reference
 - one employer or professional reference
- * Contact CHEF Program Coordinator Angela Stephens with questions: astephens@fahe.org.

Fahe is an Equal Opportunity Employer. Fahe seeks applicants who can bring diverse viewpoints, experience, talents, and culture to promote our mission to eliminate persistent poverty in Appalachia through Leadership, Education, Housing, Advocacy and Communication.

**Fahe CHEF (Community Housing and Economic Fellowship)
Project Descriptions - 2018 Term**

CHEF Project Objectives and Activities

Overall Goal & Description of Project: *Work toward alleviating substandard housing in Grundy County, Tennessee through the identification and assessment of current housing stock, determining feasibility of ground up new construction as a strategy to employ locally, and providing oversight to planned major and minor home repairs scheduled for the 2018 summer season.*

Project Objective 1: (05/21/2018 – 08/11/2018)

Identify and assess current housing stock of Grundy County, TN

Intern Activities:

- Design and implement an objective assessment tool to rate the severity of substandard housing throughout the service area.
 - *Compile Federal and State guidelines in conjunction with local anecdotal examples to determine the criteria of each level of severity.*
 - *Implement assessment through interviews with local families to determine level of need in community.*
 - *Share assessment results with relevant staff to drive conversations in programming enhancements.*
- Partner with current Vista Volunteer to craft a Grundy County map identifying pockets of substandard housing.
 - *Assist Vista with mining data gathered over past year.*
 - *Map data to create the story and picture of substandard housing throughout Grundy County, TN.*
 - *Disseminate data to appropriate stakeholders with recommendations for future strategies to alleviate crisis.*

Project Objective 2: (05/21/2018 – 08/11/2018)

Determine feasibility of ground up new construction as a method in alleviating substandard housing.

Intern Activities:

- Calculate time and funding needed to complete a ground up build from the provided blue prints.
 - *Create a comprehensive schedule for new home construction from start to finish including volunteer provided tasks and subcontracted tasks.*
 - *Produce a complete material listing with the understanding that materials would be secured through both purchase and in-kind donation solicitation.*
 - *Utilizing the current Mountain T.O.P. calendar as a framework, map out the workflow plan to complete the build and estimate length of time needed.*
- Determine interest in scope of work for new construction build.
 - *Create and administer a survey to assess interest and upcoming availability of current Mountain TOP volunteer pool for participation in such a build.*

- *Create and administer a survey with potential new volunteer groups to assess interest and upcoming availability to participate in such a build.*
- *Analyze survey data and share with relevant staff to drive determination on whether to move forward with new construction build.*

Project Objective 3: (05/21/2018 – 08/11/2018)

- Assist Manager of Service Area Support in planning and oversight of major and minor home repair projects.

Intern Activities:

- Assist in coordinating project set-up.
 - *Estimate tools, materials, and human resources needed for each project.*
 - *Communicate pre-camp logistics with scheduled volunteers.*
 - *Facilitate on-site prep meetings with project volunteers.*
 - *Assist supervisor in material procurement and delivery*
 - *Develop partnership parameters with families.*
- Assist in ensuring projects are completed to meet pre-determined safety qualifications.
 - *Manage small volunteer work teams made up of 7-8 adults, at project sites and lead them in proper construction methodologies.*
 - *Assist supervisor in evaluation of completed projects.*