



## JOB DESCRIPTION

<b>Title:</b> Construction Supervisor – Home Preservation	<b>Employment Status:</b> Full-Time; Tuesday - Saturday
<b>Department:</b> Real Estate Development	<b>FLSA Status:</b> Exempt
<b>Reports to:</b> Project Manager	<b>Supervises:</b> Volunteers, AmeriCorps members, Contractors, Homeowners

### About Habitat for Humanity of Metro Denver

Habitat for Humanity of Metro Denver is part of a global housing organization that is dedicated to eliminating substandard housing locally and worldwide. We build and sell homes in partnership with low income families and individuals; advocate for fair and just housing policies; and provide training resources to empower low-income families to be self-sustainable. Habitat Metro Denver has served more than 930 local families throughout its 40-year history in Denver and is in the top 10 Habitat affiliates in the United States.

### GENERAL DESCRIPTION:

Habitat for Humanity Metro Denver works to provide decent affordable housing for all. The Home Preservation program supports this mission with 3 programs. The Home Repair program works with existing homeowners in target neighborhoods to provide much-needed exterior repairs. Our Renovation program remodels existing homes and condos to provide new home ownership opportunities throughout the Denver Metro area. The CAPABLE program is an Aging in Place program providing interior and exterior home modifications for seniors in our community through a partnership with a healthcare non-profit. This position is responsible for overseeing Habitat for Humanity construction within these 3 programs. The ability to work effectively with a diverse group of individuals is required. You will interact with AmeriCorps members, volunteers, Habitat partner families, city inspectors, healthcare workers, and subcontractors. You will be leading crews of various ages and skill sets, while overseeing all of the details of your construction projects: project assessment, scheduling, material planning, sub-contractor management, and construction.

### CORE RESPONSIBILITIES:

#### LEADERSHIP

- Acts as an on-site ambassador for the mission of Habitat Metro Denver by demonstrating the core values of integrity, respect, teamwork and continuous improvement.
- Supervises and trains any volunteers on the worksite and ensures that they have a consistently positive experience.
- Under the direction of a Project Manager, successfully utilizes AmeriCorps members and volunteers as crew leaders.
- Works in partnership with the homeowners to ensure a meaningful jobsite experience.
- Takes charge of their construction project and oversees all activities on site from demolition, repair, clean-up, and job completion sign-off.
- Be a part of the home preservation process to improve timeliness, quality and safety.

## **SAFETY**

- Effectively communicates to volunteers and contractors that safety is the first priority on the construction site.
- Ensures that all safety policies and procedures established by the affiliate are adhered to at all times, by everyone on our job sites.

## **CONSTRUCTION**

- Manages each construction project to ensure completion in accordance with the schedule as set by the Project Manager.
- Provides sensitive care and communication to Partner Families and homeowners throughout each project, ensuring their safety and comfort throughout.
- Effectively communicates with vendors and the Production Warehouse to coordinate the delivery of tools and supplies to the worksite.
- Coordinates subcontractors and manages their activities on site.
- Coordinates building inspections.
- Coordinates with the design team within the organization for larger projects.
- Communicate and collaborate with partner organizations to provide quality service to Partner Families
- Maintains a clean and organized workspace, minimizing disruption to homeowners and neighbors.

## **KNOWLEDGE, SKILLS, ABILITIES:**

- Knowledge of residential construction and ability to relay that information to volunteers of varying skill sets.
- Fluency in Spanish is highly desirable; conversational Spanish is a plus.
- Ability to read residential blueprints.
- Proven ability to work in a fast pace, constantly evolving environment.
- Ability to solve problems creatively and efficiently to maintain forward progress on complicated projects.
- Proven proficiency in peer management and dissemination of pertinent information.
- Outstanding communication and interpersonal skills necessary to communicate clearly and professionally with volunteers, contractors, suppliers, and coworkers. This job demands collaboration with a team of other supervisors, designers, and many other members of the organization.

## **EDUCATION & EXPERIENCE**

- High school diploma required and Bachelor's degree preferred.
- Minimum two years of direct on-site residential construction experience is required.
- Experience on home remodeling desired
- Aging-in-place work experience preferred
- Infrastructure and warranty-related experience a plus.
- Organized construction training and education to complement experience is preferred.
- Experience teaching in any capacity a plus.
- Experience working with low-income and/or older adult populations desired
- Habitat for Humanity or other similar experience is preferred but not required.

**WORK ENVIRONMENT AND CONDITIONS, PHYSICAL REQUIREMENTS NECESSARY TO PERFORM THIS JOB:**

- Ability to adequately traverse a residential construction job site (i.e. climbing, lifting, carrying a minimum of 50 lbs., and other similar activities as required).
- Ability to safely use residential construction power tools.
- Ability to safely operate a construction vehicle (pickup truck or similar). A current Motor Vehicle Report is required.
- Ability to work in exterior environment during a variety of weather conditions.

Starting salary range: \$40,500 - \$49,000. Compensation will be commensurate based on experience.



Habitat for Humanity of Metro Denver is pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin. Habitat for Humanity of Metro Denver upholds and abides by all Federal Fair Housing and Lending standards