POSITION DESCRIPTION
www.habitatmetrodenver.org

Title: Construction Supervisor – Home Preservation	**Employment Status:** Full Time: Tuesday – Saturday 8:00am - 4:30pm
Department: Real Estate Development	**FLSA Status:** Exempt
Reports to: Project Manager	**Supervises:** Volunteers, AmeriCorps members, Contractors, Homeowners

Jan 2024

Purpose Driven Team – Hands-on, Engaging, & Active Position - Work / Life Balance - Supportive Culture

Who You Are:

You're someone who people can rely on and you're always there when they need a helping hand. You like variety in your work, rallying a team, and embracing unique challenges every day. You love working with your hands and stepping back to admire a job well done. You're looking for a new position where you can make a difference in your life, the lives of others, and the world. In return, you seek an organization that appreciates your individuality and supports you as a member of a diverse and talented team. People often comment how you are organized, a great mentor, and lead by example. You know in your heart it's time to find an opportunity to be part of something larger; more impactful. If this sounds like you, please allow us to introduce ourselves.

Who We Are:

Habitat for Humanity of Metro Denver (Habitat Metro Denver) is part of a global, nonprofit housing organization that seeks to bring people together to build homes, communities, and hope. Habitat for Humanity was founded on the conviction that everyone needs an affordable, healthy, and stable place to live in dignity and safety, and that affordable housing should be a matter of conscience and action for all. To achieve our vision of a world where everyone has a decent place to live, Habitat Metro Denver builds, renovates and sells homes in partnership with low- and moderate-income families. Our organization also works with existing low-income homeowners in more than 2,500 households. Habitat Metro Denver is also an advocate for policies that create and preserve affordable housing. We work in neighborhoods across five counties in Metro Denver to not only build, renovate and sell new homes, but also to do critical home repairs to help families stay in their homes longer. Throughout our 43-year history, Habitat Metro Denver has served more than 2,500 households and is one of the top ten producers in the Habitat U.S. network nationwide.

How We Succeed Together:

Habitat Metro Denver's **Cultural Blueprint** highlights the specific behaviors and mindsets that support our core values and guide day-to-day decisions, behaviors, and interactions of every person within our organization.

Solid Foundations - Our mission is at the heart of everything we do. We are passionate about our work, our teams, and our relationships.

Innovative Design - We are curious. We embrace change. We take risks and initiative to address a complex social issue – housing. We exemplify grit and determination in our relentless pursuit to ensure everyone has a safe and affordable place to call home.

Open Doors - We welcome everyone. We aspire to be an inclusive organization that celebrates one humanity – where equity, diversity and inclusion are at the core of every facet of our work.

Clear Windows - We approach everyone with kindness, clarity, and transparency. We champion authenticity, illuminate our strengths, and hold ourselves and others accountable.

Supportive Structures - We have each other's backs. We collaborate. Becoming better at what we do takes all of us. By building homes and life-changing careers, we make a transformational difference in our lives and the lives of others.

GENERAL DESCRIPTION:

The Construction Supervisor(lead carpenter) of Home Preservation oversees construction within three Habitat Metro Denver programs: the Home Repair program that works with existing homeowners in target neighborhoods to provide much-needed exterior repairs; the Renovation program that remodels existing homes and condos to provide new home ownership opportunities throughout the Denver Metro area; and the CAPABLE program, an Aging in Place program providing interior and exterior home modifications for seniors in our community through a partnership with a healthcare non-profit. The ability to work effectively with a diverse group of individuals is required.

The following reflects the organization's definition of essential functions for the job but does not restrict the tasks that may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.

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.
- 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

- Builds a daily plan and communicates/instructs staff and volunteers on skills and best practices.

- Hands on demonstration of tools and techniques
- Manages each construction project to ensure completion in accordance with the schedule as set by the Project Manager.
- 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.
- 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.
- Bi-lingual, English – Spanish, highly desirable.
- 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
- Ability to flex communication style when necessary to communicate clearly and professionally with diverse audiences of homeowners, volunteers, contractors, suppliers, and coworkers.
- Collaborative work style

EXPERIENCE

- Minimum two years of direct on-site residential construction experience required.
- Experience on home remodeling desired.
- Aging-in-place work experience desired.
- Organized construction training and education to complement experience is a plus.
- 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 a plus

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).
- Valid driver's license and ability to be insured under the company's insurance policy is a prerequisite. A Motor Vehicle Report (MVR) will be run for insurance purposes.
- Ability to work in exterior environment during a variety of weather conditions.
- Proof of COVID-19 vaccination is currently NOT required for employment.

The Starting Salary Range is $55,400 - $65,400 with consideration given for applicable education or experience above the minimum requirements.

Benefits available include medical, dental and vision insurance options; 401k savings match; Paid Time Off for vacation, sick, holidays, floating holidays; Healthy Families Workplace Act (HFWA) Leave; Parental Leave; and paid time to volunteer.

Please send resume or work history and cover letter or statement explaining your interest in the position to HRRecruiting@habitatmetrodenver.org for consideration.

At Habitat for Humanity of Metro Denver, we value diversity and strive to ensure that our practices and policies are equitable and inclusive. We do not tolerate harassment or discrimination of any kind. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment that is free of harassment, discrimination, or retaliation because of age (40 and older), sex, sexual orientation (including transgender status and gender identity or expression), pregnancy (including childbirth, lactation, and related medical conditions), marital status, race, national origin (including ancestry), disability, creed, religion, genetic information, HIV status, military or veteran status, or any other status protected by federal, state, or local laws. Habitat Metro Denver is dedicated to the fulfillment of this policy in all aspects of employment, including but not limited to recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, dismissal, and all other terms, conditions, and privileges of employment.