

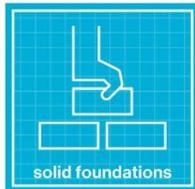


**POSITION DESCRIPTION**  
[www.habitatmetrodenver.org](http://www.habitatmetrodenver.org)

<b>Title:</b> Temp Assistant Construction Supervisor I and II – New Construction	<b>Employment Status:</b> Temp Full-Time; Tuesday - Saturday
<b>Department:</b> New Construction	<b>FLSA Status:</b> Non-Exempt
<b>Reports to:</b> Superintendent	<b>Supervises:</b> Volunteers

MARCH 2026

**CULTURAL BLUEPRINT** - *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**  
 We keep mission and relationships at the heart of everything we do.



**innovative design**  
 We embrace change, take initiative, and stay curious.



**open doors**  
 We welcome everyone!



**clear windows**  
 We focus on authenticity, transparency, and accountability.



**supportive structures**  
 We collaborate and have each other’s backs.

**GENERAL DESCRIPTION:**

This position is responsible for providing reliable, professional support to Construction Supervisors in daily field operations. The ACS I and II are expected to build and demonstrate skills in construction, site and task management, volunteer leadership, and homeowner interaction.

The ACS I and II work closely with a wide range of people—including volunteers, Habitat homeowners and homebuyers, city inspectors, and subcontractors. They help guide, motivate, and inspire volunteer crews of all skill levels while gaining experience in every aspect of project execution, from assessments and scheduling to material coordination, subcontractor management, and on-site construction. ACS I and II play an important role in providing dependable support across all construction projects.

*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:**

<b>Level I</b>	<b>Level II - In addition to what is described for Level I, the employees performing this job will also meet the following parameters:</b>
<b>Teamwork and Construction</b> <ul style="list-style-type: none"> <li>Acts as an on-site ambassador for the</li> </ul>	<b>Teamwork and Construction</b> <ul style="list-style-type: none"> <li>Possesses the ability to lead construction</li> </ul>

<p>mission of Habitat Metro Denver and demonstrates values and behaviors aligned with our Cultural Blueprint.</p> <ul style="list-style-type: none"> <li>• Works shoulder to shoulder with volunteers on the worksite and ensures that they have a consistently positive experience.</li> <li>• Works in partnership with the homeowners to ensure a meaningful jobsite experience.</li> <li>• Under the direct supervision of a Construction Supervisor or Superintendent, able to lead a crew of volunteers / AmeriCorps on basic construction tasks like framing, painting, exterior and interior finishes.</li> <li>• Strong communication and attention to detail.</li> <li>• Must be eager to learn construction best practices and procedures.</li> <li>• Drives company vehicles to pick up and deliver materials &amp; load/unload materials as needed.</li> <li>• Willingness to learn the safe operation of a telehandler.</li> <li>• Demonstrates fundamental dependability traits of availability (on time and ready to work) and reliability (completes tasks as assigned / defined).</li> <li>• This is a hands-on position, building 5 days a week.</li> </ul>	<p>tasks independently with limited direct support from Construction Supervisor, Project Manager, or Superintendents</p> <ul style="list-style-type: none"> <li>• Teaches less experienced coworkers and shares knowledge about carpentry and other construction related skills.</li> <li>• Demonstrates proficiency in using a variety of tools while consistently performing work at the “Solid Foundations” level or above.</li> <li>• Demonstrates teamwork skills by role modeling how to cooperate as a team to achieve goals.</li> <li>• Conducts thorough and engaging volunteer orientations.</li> <li>• Proficient in the safe operation of a telehandler.</li> <li>• Actively listens to others and asks clarifying questions to ensure expectations are clear and understood.</li> <li>• Demonstrates sound judgement and is able to fill in for supervisors during absences.</li> <li>• With support from Construction Supervisor or Superintendent, able to prioritize tasks and independently lead multiple crews of volunteers/Assistant Construction Supervisor I / Crew Leaders to achieve schedule goals; tasks may include framing, setting windows, siding, insulation, painting, hanging doors, interior trim, cabinets, countertops, punch.</li> <li>• Mentor and lead AmeriCorps team members onsite</li> <li>• Ability to <i>independently</i> plan for the day’s tasks: assemble tools and prep for activities.</li> <li>• Able to coordinate inspections with limited support from Construction Supervisor</li> <li>• Basic understanding of more involved construction tasks: framing layout, setting windows, prepping for siding, hanging doors, laying out for &amp; hanging cabinets</li> <li>• Excels at higher levels of dependability. In addition to solid availability and reliability behaviors, the employee demonstrates consistent traits of safety and security.</li> </ul>
<p><b>Safety</b></p> <ul style="list-style-type: none"> <li>• Role models and effectively communicates to volunteers and contractors that safety is the priority on the construction site.</li> </ul>	<p><b>Safety</b></p> <ul style="list-style-type: none"> <li>• Teaches safety protocols to others. Promptly recognizes when safety procedures are not followed appropriately and provides in the</li> </ul>

<ul style="list-style-type: none"> <li>• Helps ensure that everyone on our job sites consistently adheres to all established safety policies and procedures.</li> <li>• Inspects tools daily for broken or frayed cords, guard presence, condition of blades, all prongs present, and tools have not been altered in any way outside of manufacturer specifications.</li> <li>• Attends required safety trainings. Reports all accidents/near misses to the Construction Supervisor.</li> <li>• The desire to obtain OSHA 10 hour, first aid and CPR certification training.</li> </ul>	<p>moment feedback and guidance to less experienced coworkers when needed.</p> <ul style="list-style-type: none"> <li>• Effectively leads safety training sessions as needed.</li> <li>• Can be counted on to take initiative in recognizing and correcting safety issues, reporting suggestions for improvement to Construction Supervisors or the Construction Support Specialist.</li> <li>• Obtain and maintain OSHA 10-hour, first aid and CPR certification training.</li> </ul>
<p><b>KNOWLEDGE, SKILLS, &amp; ABILITIES:</b></p> <ul style="list-style-type: none"> <li>• 1 year of construction experience preferred, but more importantly, the willingness to continuously learn more.</li> <li>• Bi-lingual (English / Spanish) highly desirable.</li> <li>• Proven ability to work in a fast pace, constantly evolving environment.</li> <li>• Able to identify and help solve problems efficiently.</li> <li>• Outstanding communication and interpersonal skills: ability to communicate clearly and professionally with volunteers, contractors, suppliers, and coworkers.</li> <li>• Organized construction training and/or education is helpful.</li> <li>• Habitat for Humanity or other similar experience is preferred but not required.</li> </ul>	<p><b>KNOWLEDGE, SKILLS, &amp; ABILITIES:</b></p> <ul style="list-style-type: none"> <li>• Basic understanding of residential construction practices with demonstrated initiative to fill missing knowledge/skill gaps.</li> <li>• Basic understanding of residential construction plans</li> <li>• Basic understanding of project workflow, inspections, and schedule</li> <li>• Able to solve problems and teach others how to solve simple to moderately complex construction problems.</li> <li>• One year of related construction experience required. Two years preferred.</li> <li>• Self-motivated</li> </ul>

**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 and ladders safely and effectively.
- Ability to walk, bend, squat, lift, and carry consistently for an 8 hour shift with required breaks throughout the day.
- 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 prerequisite; driving is required. A Motor Vehicle Report (MVR) will be run for insurance purposes.
- Ability to work in exterior environment during a variety of weather conditions; very warm in the summer and cold in the winter.
- Loud and unexpected background noise is common.
- Exposure to dust, debris, and odors (safety PPE provided).
- This is a hands-on position, building 5 days a Week.

## COMPENSATION AND BENEFITS:

### **TEMP ACS - Level One**

**Expect offers to fall between the minimum and midpoint of \$19.29 to \$21.51 per hour range**, based on qualifications, internal equity, and the budget for the role. The full pay range for this position is \$19.29 to \$23.75 per hour and is provided for transparency of future financial growth opportunities in the role.

### **TEMP ASC - Level Two**

**Expect offers to fall between the minimum and midpoint of \$21.70 to \$24.30 per hour range**, based on qualifications, internal equity, and the budget for the role. The full pay range for this position is \$21.70 to \$26.90 per hour and is provided for transparency of future financial growth opportunities in the role.

**Benefits available** include unpaid leave for vacation and holidays, Healthy Families Workplace Act (HFWA) Leave. Medical benefits are available for regularly scheduled (30) or more hours per week.

Please send resume or work history and cover letter or statement explaining your interest in the position to [HRRecruiting@habitatmetrodenver.org](mailto: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.*