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**Job Title:** Construction Crew Leader I

**Position Location:** Charlottesville, Virginia

**Reports to:** Construction Supervisor

**Employment Type:** Full‐time (Tuesday-Saturday), Hourly 40 hours per week

**Benefits include:** Health, dental and vision insurance, paid time off and paid holidays, mobile phone allowance, contribution to retirement account and discount on purchases at the Habitat Store located in the City of Charlottesville.

**Overview:**

Habitat for Humanity of Greater Charlottesville (Habitat) is a cutting-edge non-profit housing organization creating simple, decent, affordable homes in partnership with low-income families, volunteers and the communities of the Greater Charlottesville region. Home construction capacity is multiplied by a volunteer labor force including homeowner families, corporate, civic, and church groups. Habitat is an affiliate of Habitat for Humanity International (HFHI), a global ministry working to end housing poverty world-wide.

In 2013 Habitat completed construction at Sunrise, the first trailer park transformation in the nation without resident displacement. Currently, Habitat owns and operates the Southwood Mobile Home Park with a similar goal of redeveloping it responsibly and compassionately as a mixed-income, mixed-use, sustainable community for current and future residents. Southwood is the area’s largest single concentration of affordable housing and its greatest remaining redevelopment opportunity. When complete, the redeveloped Southwood will be unprecedented in scale nationally.

Additionally, Habitat is a national pioneer in mixed-income community development. To date, Habitat has built or built in nine mixed income neighborhoods and built and sold more than 200 homes.

**Results Statement ::**

Success in the role of a Construction Crew Leader I (CL1) is defined by an eagerness for executing projects to the highest level of professionalism & craftsmanship while fostering lasting relationships with Partner Families and Volunteers.

**Role Description ::**

Crew Leader 1s work alongside other CL1s, CL2s, and Construction Supervisors to train and supervise volunteers in the construction of affordable housing. As you are trained in tasks related to the residential construction process, you will also train and lead volunteers who will help you accomplish daily and weekly goals.

You will report directly to your Construction Supervisor, who will:

* Help teach and mentor you as you learn more about home construction.
* Help you set goals, recap priorities, and manage responsibilities.
* Hold the tension between project timelines and volunteer needs, helping you to understand the various drivers.
* Jump in to assist as you have questions regarding safety or construction techniques.
* Ensure that the team has gone through the “Daily Jobsite Routine” and delegate, where appropriate, to ensure responsibility is shared by team members.
* Conduct a formal review to your progress within your first six months, and every year thereafter.

**Key Outcomes ::**

**Partner Family Experience:** We provide an exceptional experience to families through professional communication regarding the construction of their home. Engage families in a meaningful way throughout the homebuilding process as they complete Sweat Equity hours.

**Volunteer Experience:** Every volunteer who steps on the jobsite is a potential partner and integral to the mission. Every volunteer is provided with the same level of care by being prepared each day with tasks, equipment, and a clean, orderly site. We provide a space that is inviting and welcome to everyone who wants to partner in the creation of safe, decent, affordable housing.

**Safety:** We see safety as the most important thing we can do. We want everyone to make it home to their friends and family at the end of the day. To those ends, we will be prepared to conduct ourselves in a way that achieves this goal. We will lead by example each day, creating a culture of safety that is modeled to others.

**Professionalism:** Everything from the tidiness of homes under construction, the lot under construction, our attire, and our communication reflects on the larger organization. We take pride in ensuring that all of these are held to a standard that goes above and beyond industry standards.

**Budget:** We safeguard donor funds through a particular focus on efficiency and waste. This includes preparing material lists and limiting unnecessary trips off site. Windshield time is understood as a cost variable.

**Key Accountabilities ::**

* Assist teammates in the creation of a safety plan each morning.
* Assist teammates in maintaining a clean and organized jobsite.
* Meet with your teammates each week to help produce a plan for volunteer tasks, and review it at the end of each day to reevaluate and set additional goals (GoogleCalendar). These plans will be communicated to Volunteer Management.
* Take an active role in keeping track of volunteer forms and request additional forms when necessary.
* Assist teammates in completing daily logs (Procore).
* Communicate with my teammates to ensure materials, tools, and PPE are available when needed and secured appropriately at the end of each day.
* Ensure that you can accurately communicate how to safely perform each task that is assigned to a volunteer and remain available throughout the day.
* Ensure that a safety talk (Toolbox Talk) is completed every week during lunch.
* Take an active role in producing a high-quality home by ensuring volunteers know how to perform each task and by coaching them on techniques throughout their day.

**Position & Company Standards ::**

*Our People: We are the type of people who run to the fire and stay through the hurricane.*

* *We take inspiration from the roots of Habitat as a radical yet simple response to global housing poverty and segregation.*
* *We see challenges as opportunities*
* *We bring a positive attitude to our roles every day, inspiring and motivating colleagues, volunteers, Partner Families and community members to do the same*
* *We seek peers who are similarly dedicated and committed to the mission, who are in it for the long term and who share our unquenchable desire to achieve the greater good*
* *We recognize that excellence in even the smallest things are only possible if the whole team thrives*
* *We bring our own true selves to work and, in doing so, we find joy with those around us*

*Our Relationships: We are agents of hope.*

* *We understand that out work is about building and strengthening relationships, and by doing so, we are able to extend our reach beyond individuals to whole communities*
* *We work each day to create a culture of humility, where people listen deeply and without judgment*
* *We aim to infuse each interaction—among ourselves and with everyone with whom we come into contact—with humanity and respect*
* *We work alongside our partners, helping them draw upon their strengths to create positive community change*
* *We pride ourselves on professionalism, compassion and accountability, recognizing that every interaction matters in growing and sustaining the mission*
* *We make the seemingly impossible possible every day in communities by opening ourselves up to be inspired by the people with whom we work*
* *We recognize that healthy and thriving families, teams and communities are built upon their strengths*

*Our Work: We strive to strengthen community in everything we do and we operate in a relentlessly appreciative way.*

* *We see ourselves as humble, servant leaders, responsive to the needs, desires and potential of others and of the greater community*
* *We offer a hand up and not a hand out, thereby helping individual partners, families and communities realize their own full potential in an enduring way*
* *We recognize that the blessings of our work extend to those who have the opportunity to offer their support*
* *We are all ambassadors for the Habitat mission, each of us responsible for spreading the word and helping advocate for a more inclusive approach to housing and communities*
* *We believe that innovation—social, financial, organizational, etc.—is critical to our ability to make a profound and lasting impact*
* *We work tirelessly and creatively to build relationships of mutual benefit, always searching for win-win solutions and leaving people with whom we interact feeling respected and heard*
* *We pause to reflect on our accomplishments, to honestly assess what we can do better and to celebrate our accomplishments with each other*

*Habitat for Humanity is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, basis of disability or any other federal, state or local protected class. Women, minorities and protected individuals such as those covered by Section 3 are encouraged to apply.*