



**Job Title:** Construction Supervisor

**Position Location:** Charlottesville, Virginia

**Reports to:** Director of Home Construction

**Employment Type:** Full time, Salaried (Work days Tuesday thru– Saturday)

**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.

### **Scope of Responsibilities:**

The Construction Supervisor's primary responsibility is to oversee the construction of assigned homes. He/She will perform and manage others in the performance of tasks directly related to building Habitat houses, while adhering to high standards of quality, safety, and team participation. The Construction Supervisor will work primarily "on-site" directly managing all aspects home construction.

### **Prerequisite Requirements:**

- Positive, "can do" personality
- Commitment to Habitat for Humanity's mission of service to others
- Minimum 5 years of experience with residential construction
- Natural preference for working in a team environment
- Familiarity with sustainable and green building practices including EarthCraft and Energy Star certifications
- Strong construction skills including structural framing, siding, drywall, roofing, finish carpentry, etc.

- Proven ability to teach building skills, lead groups and work well with people of diverse skill levels and backgrounds
- Excellent delegation and leadership skills
- Considerable knowledge and experience in the construction/contracting business. Construction management experience a plus.
- Ability to work well with diverse populations including sponsors, homebuyers, staff, community leaders, board members, and other volunteers
- Strong organizational skills including ability to multi-task effectively
- Strong communication skills (both verbal and written)
- Computer skills including Word, Excel, Outlook
- Ability to read and understand architectural drawings
- Ability to create and maintain a schedule

### **Responsibilities:**

- Provide leadership to construction projects
- Ensure that houses are built in accordance with current building codes, schedule and budget, and HFHI and HFHGC requirements (including any additional standards set forth by the Board)
- Train Crew Leaders and Volunteer Crew Leaders in safety, construction techniques, volunteer supervision and use and maintenance of Habitat property and equipment
- Directly supervise through construction and leadership training, mentoring, and daily instruction in a manner that supports their personal and professional growth
- Supervise, schedule and manage all subcontractors on assigned homes
- Coordinate all necessary municipal inspections for assigned houses throughout construction process
- Order and ensure all necessary materials and tools are onsite to complete scheduled tasks; perform material takeoffs to ensure efficiency
- Perform routine inspections of all houses to ensure quality control
- Participate in the creation and management of project budgets
- Coordinate and execute proper safety procedures for all staff, volunteers, and homebuyers
- Participate in weekly planning and scheduling of volunteers and construction staff Understand need to balance critical path objectives with maximized volunteer engagement
- Create a safe, fun and inviting environment for all volunteers & homebuyers
- Work to create a continuity of construction techniques and volunteer experience across all Habitat jobsites

*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.*