

Construction crew leader

AmeriCorps National position description



Host site (local Habitat organization)	Habitat for Humanity-MidOhio
Program	AmeriCorps National
Member role	Construction crew leadership
Host site manager	Deb Light
Direct supervisor	Jason Hackworth
Service week (days/times)	Tuesday-Saturday, 7:30am to 4pm with occasional evenings/Sundays
Will member engage in any of the following?	<input type="checkbox"/> Disaster response <input checked="" type="checkbox"/> Neighborhood revitalization <input type="checkbox"/> Veterans or military families <input type="checkbox"/> None
Will member be actively building on the construction site at least one day per week?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Goals

The member serving in this role will be part of the AmeriCorps team that will assist in the improvement of the overall experience, quality of work and production on HFHMO work sites by providing individual and group leadership and project management pertaining to construction technique, safety, and knowledge of the Habitat program with a focus on Neighborhood Revitalization (NR) related projects: new builds, rehabs, and Home Repair (HR). With the assistance of the AmeriCorps members serving in this role, we anticipate completing 22 homes (new/rehab) and 86 HRs during the service term, with a total of 108 families served in fiscal year 2021. We also anticipate at least 2 Rock the Block community events to occur, which will utilize members to spread the word about our NR programs and encourage community members to get involved as volunteers on our worksites or to apply to be family partners. We view the construction crew leaders as integral to our goals of building more homes and better neighborhoods and communities throughout our service area.

Outputs

270	Volunteers will be recruited and/or managed by the AmeriCorps member in the building, rehabilitation or repair of homes. (Repairs include A Brush with Kindness, weatherization, critical home repair.)
10	Homes will be built, rehabilitated or repaired in partnership with low-income families and individuals by the AmeriCorps member and volunteers. (Repairs include A Brush with Kindness, weatherization, critical home repair.)
21	Total individuals (adults and children) will be provided housing services by this AmeriCorps member.
0	Individuals affected by a disaster that are included in the total number above.

0	Individuals who are veterans, active military or their family members that are included in the total number above.
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Responsibilities

- Assist with hands-on construction tasks including, but not limited to, demolition, site prep, framing, insulation, drywall, flooring, roofing, finish carpentry and landscaping. Projects may include new and gut rehab homes as well as Home Repair (HR), Rock the Block (RTB), and neighborhood beautification projects.
- Lead small groups of volunteers, ensuring that they are well-employed while on the work sites.
- Use volunteer management techniques to facilitate positive experiences for volunteers and homeowner families working on site.
- Collaborate with construction staff to identify skilled, enthusiastic volunteers, cultivating their involvement in Habitat's work (i.e. encourage them to considering being trained as regular site leaders and/or returning volunteers).
- Maintain site safety by modeling best practices and guidelines, volunteer education and site monitoring. Attend safety trainings with construction staff.
- Provide on-site orientations and safety talks to groups of volunteers and homeowner families.
- Help with materials management on site and at the affiliate warehouse and storage trailers. Pick up and organize materials needed for projects.
- Set up and cleanup project sites.
- Maintain site logs for each project completed for supervisor to assess progress and next steps.
- Participate in regular planning and debriefing meetings as needed.
- On occasion, member may participate in larger community projects, such as lot cleanups, community gardens, etc.
- Attend and participate in select affiliate events; responsibilities may include set up, clean up and engaging with attendees, informing them about the AmeriCorps program, our affiliate's mission, Neighborhood Revitalization programming, and how to become a volunteer or family partner.
- Assist with warranty and repair issues.
- Collaborate with Project Lead/Community Impact and Family Manager to assess specific streets for potential Rock the Block and Home Repair project needs.
- Assist Project Lead in facilitating partner family contact with neighbors on a continual basis throughout the build process.
- Help in educating families on the sustainable features on their homes.

Required meetings, trainings and events

- Onsite orientation to local host.
- First Aid/CPR.
- Habitat Learns – "Foundation of Habitat" online series, "Introductions to Ethics and Inclusion", "Speak Up!", "Advocacy: A Core Component", "Residential Construction Basics" series, "Construction Safety" series, and "Habitat Serving Veterans".

- Lockton safety online courses.
- Annual sponsored blitz build - Habitat AmeriCorps Build-a-Thon.
- National days of service:
 - Dr. Martin Luther King, Jr. Day (required).
 - Make A Difference Day and AmeriCorps Week.
- Host site monitoring reviews and periodic check-in calls.
- Weekly meeting with host site manager.
- Monthly meeting with direct supervisor, including completing a check in form each month.
- Life After AmeriCorps training.
- Monthly All Staff meeting, weekly construction production team meeting, 1 board meeting as a team, 1 home repair assessment, 1 homeowner orientation, 1 homeowner selection committee meeting, at least 2 wall raising ceremonies, and at least 2 home dedications, and other meetings as appropriate.
- Choice of 1 safety committee meeting, 1 new volunteer orientation, or 1 home maintenance class.
- Site Operations training, power tool training, safety hazard identification training, defensive driving training, low pressure spray foam training, respirator fit test/medical evaluation online training, and other ongoing onsite trainings related to position.
- Quarterly staff or AmeriCorps team build days.
- Individual and/or group professional development trainings may be made available based on budget, member interest and recommendation of the host site manager or direct supervisor.
- Host site events (i.e. Volunteer Appreciation and Habitat Alumni Build Day (spring)). Participation in these events will be in line with AmeriCorps program regulations.

Experience, knowledge and skills

Required

- Valid driver's license and ability to meet host site's insurance requirements.

Preferred

- Previous experience with a residential homebuilder or as a construction AmeriCorps member.
- Experience with power tools.
- Ability to drive large pick-up, stake bed, and box trucks (or willingness to learn).
- Knowledge of, and willingness to promote, the mission and activities of Habitat for Humanity International and AmeriCorps.
- Ability to work with a diverse group of people.
- Strong verbal communication skills.
- Experience working with volunteers, teaching or group facilitation.
- Experience working as a member of a larger team.
- Strong organizational, multi-tasks, and time management skills.

- Knowledge of community development practices.
- Basic experience with Microsoft Office Suite, especially Word and Excel.

Physical requirements

- Ability to be on one's feet for extended periods of time, often on rough and uneven terrain.
- Ability to lift at least 50 pounds on a regular basis.
- Ability to work on ladders and heights up to two stories.
- Ability to work in varying weather conditions – sites are often not heated during winter and not air-conditioned during summer.
- Member must wear work/hiking boots while on site.

Service site environment

Service site is an active construction site, often with rough and uneven terrain, which can be muddy and slippery at times. Members will serve both indoors and outdoors during all types of weather. Construction tools and safety equipment will be provided. Members will have access to a shared computer station in the affiliate office to check service-related email and complete timesheets and reporting. Member must be aware of good safety practices at all times.

Will a **personal vehicle** be required? Yes No

Member will need to drive company trucks to transport tools and materials to and from work sites.

Public transportation options are limited in our community so access to a personal vehicle is required to get to and from service, as well as any required meetings. Approved service-related mileage, beyond commuting to and from service, will be reimbursed per the affiliate's policy.

HABITAT FOR HUMANITY INTERNATIONAL

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