

AmeriCorps National

Position description

Construction crew leader



Local Habitat organization	Habitat for Humanity-MidOhio
Host site manager	Deb Light
Direct supervisor	Alex Goetz, Mattias Minarsch, April Buchanan, and Tom Mix (each member will be assigned to one of the above)
Length of term of service	<input checked="" type="checkbox"/> Full time for 10 ½ months <input type="checkbox"/> Full time for six months <input type="checkbox"/> Part time for 10 ½ months
Service week (days/times)	Tuesday-Saturday, 7:30am to 4pm with occasional evenings/Sundays/Mondays
Is a personal vehicle required for service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will member be actively building on the construction site at least one day per week?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Pursuant to current Habitat for Humanity policy, this position requires full vaccination against COVID-19, except to the extent such requirement is prohibited by applicable law.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Construction Crew Leader, neighborhood revitalization

The construction crew leader plays an integral part in building homes. They will assist in the improvement of the overall experience, quality of work and production with HFHMO construction related projects providing individual and group leadership of skilled and unskilled volunteers and homeowners and project management pertaining to construction technique, safety, and knowledge of the Habitat program with a focus on neighborhood revitalization related projects, especially new builds, rehabs, and home repairs. With the assistance of the AmeriCorps members serving in this role, we anticipate completing seventeen homes (new and rehab) and 150 home repair projects in FY24. In alignment with our strategic plan, we view the Construction Crew Leaders as fundamental to our goals of building and repairing homes and developing neighborhoods and communities while maximizing resources throughout the service year.

Service activities

- Assist with all aspects of 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 construction, rehabilitation, and critical home repair projects as well as Rock the Block (RTB), and neighborhood beautification projects.
- Lead small groups of volunteers and homeowners while facilitating safe and positive experiences for everyone working on site.
- Maintain site safety by adhering to Habitat construction safety policies, modeling best practices and guidelines, volunteer instruction and site monitoring. Attend safety trainings with construction staff.
- Collaborate with construction staff to identify skilled, enthusiastic volunteers, cultivating their involvement in Habitat's work (i.e., encourage them to consider being trained as regular crew leaders and/or returning volunteers).

- Provide on-site orientations and safety talks to groups of volunteers and homeowner families.
- Help with material 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, cleanup, 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 as needed.
- Collaborate with Project Lead and 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 of their homes.

AmeriCorps members may not perform prohibited activities as outlined in [45 CFR §2520.65](#) nor may they supplement, duplicate, or displace staff members in place at the host site.

Member development

Minimum expectations are outlined in the member development guidance, which will be available during the interview process, with the understanding that further trainings may be required, as determined by the host site, Habitat for Humanity International or our federal funder. AmeriCorps National members' training may not exceed 20% of their aggregate hours.

Required meetings, trainings, and events

- Onsite orientation to local host.
- First Aid/CPR.
- Habitat Learns.
- Lockton safety online courses.
- National days of service:
 - Dr. Martin Luther King, Jr Day
 - Make A Difference Day
 - AmeriCorps Week
- Weekly meeting with host site manager.
- Weekly meeting with direct supervisor, including completing a check in form each month.
- Life After AmeriCorps training.
- Ongoing position related training.
- Monthly All Staff meeting, weekly construction production 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, 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 available based on AmeriCorps interest, host site manager/supervisor recommendation, and budget.
- Host site events, including Volunteer Recognition event and Habitat AmeriCorps Alumni build day (spring). Participation in these events will be in line with AmeriCorps program regulations/restrictions.

Experience, knowledge, and skills

MINIMUM REQUIREMENTS

- AmeriCorps members must be a U.S. citizen, national or lawful permanent resident.
- AmeriCorps members must be at least 18 or older.
- AmeriCorps members must have a high school diploma or GED.
- AmeriCorps members may have recurring access to vulnerable populations and must satisfy the National Service Criminal History Check eligibility criteria.

OUR IDEAL CANDIDATE HAS:

- Knowledge of and willingness to promote the mission and activities of Habitat for Humanity International and AmeriCorps.
- The ability to work with a diverse group of people.
- Strong verbal communication skills.
- Experience working with volunteers, instructing individuals, or facilitating groups.
- Experience working as a member of a team.
- A current valid driver's license and a clean driving record.
- The ability to drive large pickup, stake bed, and box trucks (or willingness to learn).
- Previous experience with a residential homebuilder or as a volunteer a plus.
- Experience with power tools a plus.

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.)

Service site environment

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

Benefits of AmeriCorps service

- Full-time living allowance \$17,000 for approximately 10 ½ months of service.
- Segal Education Award upon successful completion of service.
- Health care benefits and enrollment in Employee Assistance Plan.
- Personal and medical leave — approximately 10 days total.
- Possible forbearance or deferment of qualified student loans.
- Childcare benefits, if you qualify.
- Worker's compensation insurance.