

Helena Area Habitat for Humanity is a regional entity that part of a global nonprofit housing organization and we are seeking a mission minded Construction Supervisor, who is willing to guide and share their knowledge of carpentry with others, to join the Helena, Montana team to build homes. Mission-minded because it is what we are; community support and engagement is what we are all about. We need someone who is willing to guide and teach others in construction activities and has a heart to work with owner/builders and volunteers in building and repairing homes in Helena and beyond.

If you are skilled with home construction, have a desire to impact your community, along with working in a small team of passionate and dynamic people, this may be the career opportunity just for you!

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### **Career Opportunity: Construction Supervisor**

**Organization:** Helena Area Habitat for Humanity | **Office Location:** Helena, Montana

**Status:** Exempt, Full-time position (General schedule: 8am-5pm Tuesday-to-Saturday)

**Salary:** \$51,000 - \$57,000 (depending on experience)

**Benefits include:** Medical Insurance, HSA contribution after six months, Life Insurance, Long Term Disability, 3% retirement match after six months, Dental & Vision Available, 15 days PTO + 7 paid holidays

**To apply:** Email cover letter, resume and references to Jacob at [jacobk@helenahabitat.org](mailto:jacobk@helenahabitat.org)

[Or for more info. - Contact Jacob at (406) 204-7315]

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#### **Summary/Objective**

The Construction Supervisor assists Construction Manager in organizing, managing, and leading the construction of homes using the Mutual Self Help and Habitat for Humanity construction methods. Works with Construction Manager on home repair projects to complete critical repairs for homeowners in the Helena Area. Teaches, directs, and works with groups of families and volunteers in the construction and repair of homes. Provides motivation and coaching to participants for an effective work environment. Teaches tool-use safety and maintains safe working conditions. Maintains tool and equipment inventory. Maintains all necessary documentation in a timely manner. Assists Construction Manager to manage subcontractors on Habitat build and repair sites.

#### **Skills and Abilities required:**

- Excellent carpentry skills in all phases of residential construction
- Positive personal skills – ability to work with a diverse group of people from different backgrounds, worldviews, and experiences.
- Ability to lead and teach unskilled individuals and groups in construction activities
- Knowledge and proficiency with purchase orders and construction coding
- Must be able to maintain complete, accurate and timely records
- High-level of problem solving and critical thinking
- Accuracy, Detail Oriented & Organized
- Ability to provide daily safety briefings and explain Habitat's mission, housing program and vision to volunteers and partner families
- Excellent Communication Skills

#### **Preferred:**

- Experience working with volunteers
- Experience with project management software

#### **Special Work Requirements:**

- Ability to learn the USDA/RD program requirements for 502/504/523 programs
- Knowledge of Habitat for Humanity's mission, vision and values
- Valid driver's license required with good driving record
- Ability to lift 50+ pounds on a regular basis
- Travel: <10%

#### **Required Education, Experience**

- 3-5 years carpentry experience required, all phases
- AND**
- Knowledge of International Residential Building Codes

Helena Area Habitat for Humanity is an equal opportunity, affirmative action employer.

Email a cover letter, updated resume, and three references to Jacob at [jacobk@helenahabitat.org](mailto:jacobk@helenahabitat.org) [Or for more info. - Contact Jacob at (406) 204-7315]

About Habitat for Humanity: Founded in Americus, Georgia, USA, in 1976, Habitat for Humanity today operates around the globe and has helped build, renovate and repair more than 1 million decent, affordable houses sheltering more than 3 million people worldwide.