

Habitat for Humanity Greater Boston is currently seeking new team members with experience in residential construction and a willingness to teach hands-on skills to volunteers from the community. Through our organization, you will be a significant part of the mission to provide affordable homeownership for low-income families, all while expanding your build site knowledge.

Pay Range: \$24 - \$30 per hour, dependent on skills & experience

Work Schedule: Tuesday - Saturday, 7:30am - 3:30pm (occasional overtime)

Work Site: In-person at one or more sites within the Habitat Boston service area

Job Description:

As an Assistant Site Supervisor, you will have a critical role in both construction tasks and leading volunteer groups. While the presence of volunteers at Habitat Boston build sites does make things run a little differently, these are still active construction sites. As such you need to be able to work both indoors and outdoors (in all weather conditions), move around on rough or uneven terrain, utilize ladders and scaffolding of up to 2-stories, use all required tools safely, and lift up to 50lbs on a regular basis. Key responsibilities include the following:

- Guide groups of volunteers through hands-on construction tasks
- Creating a welcoming, informative, and safe environment for all volunteers and visitors
- Assist with construction tasks including, but not limited to demolition, site prep, framing, insulation, drywall, flooring, roofing, finish carpentry, and landscaping (projects may include new and rehab homes)
- Maintain site safety by modeling safety practices and guidelines, through volunteer education, and site monitoring
- Participate in team meetings, safety training, and other events
- Ensure that communication with volunteers and partner homeowners is respectful, accurate, and timely
- Collaborate with construction staff to identify skilled, enthusiastic volunteers, cultivating their involvement in Habitat's work
- Assist with materials management on site and at the storage trailers, organize materials needed for each project
- Set-up and keep project sites organized
- Communicate with department leaders and other stakeholders regarding site progress, issues, etc.

Minimum Requirements:

- At least 1 year of experience working in residential construction, grounds keeping, or facilities maintenance
- Ability to complete OSHA 10 within 2 weeks of your start date
- Valid driver's license and a clean driving record

- Ability to proficiently read, write, speak, and understand English for purposes of safety communications
- Experience working with diverse groups and a commitment to equity, inclusion, and belonging
- Commitment to the Habitat for Humanity mission

Preferred Skills / Experience:

- High school diploma or equivalent
- At least 3 months of experience leading volunteer groups, teaching, or other group facilitation
- Proficient with Microsoft 365, including Outlook, Teams, and SharePoint

How to Apply: use this link to access the application form: [Apply Here!](#)

- You will need a copy of your resume AND a cover letter
- Your resume should include specific tasks or skills that demonstrate how you are qualified for this position
- If you have any issues with the application form, please email construction@habitatboston.org

About Habitat for Humanity Greater Boston

Our organization is dedicated to building simple, low-cost homes in partnership with low-to-moderate income families in need of decent and affordable housing. We believe homeownership is a transformational tool in promoting equity and stability within our communities.

Habitat for Humanity Greater Boston is an independent affiliate of Habitat for Humanity International. Committed to creating a diverse workplace environment, Habitat Boston is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender identity/expression, sexual orientation, marital status, nationality, genetics, age, physical or mental disability, veteran/reserve status, or any other status or characteristic protected by law.

Habitat for Humanity Greater Boston provides a competitive pay and benefits package and a supportive environment for professional development. Benefits include:

- Health Insurance
- Life Insurance
- Dental Reimbursement
- Employee Assistance Program
- Retirement Plan
- Paid Time Off