

Habitat for Humanity Greater Boston is currently seeking new team leaders with experience in residential construction and a willingness to support future homeowners and volunteers from the Boston community. Through our organization, you will be a significant part of the mission to provide affordable homeownership for low-income families.

Pay Range: \$28 - \$32 per hour, dependent on skills & experience

Work Schedule: Monday - Friday, 7:30am - 3:30pm
(occasional overtime and/or availability needed for Saturdays)

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

Job Description:

As a Site Supervisor, you will have a critical role managing an assigned build site comprised of staff, volunteers, and subcontractors. You will oversee safety adherence, building plans, timelines, material orders, and communications to the Construction Superintendent. Habitat Boston build sites run a little different due to the volunteer model, however, these are still active construction sites. You need to be able to work indoors and outdoors (all weather conditions), move around on rough or uneven terrain, utilize ladders and scaffolding up to 2-stories, use power tools safely, and carry up to 50lbs on a regular basis. Key responsibilities include the following:

- Serve as a skilled lead for all residential construction tasks being completed by staff and volunteers, providing oversight as needed
- Manage the project schedule by anticipating issues or needs, communicate adjustments in a timely manner
- Plan daily and weekly tasks for staff and volunteers that adhere to the planned timelines and construction protocols
- Maintain a safe and organized build site using the Habitat Boston Safety Plan and OSHA requirements
- Coordinate with the Construction Superintendent for procurement needs, subcontractor engagement, and inspections
- Create 3-week projections to be used with staff and subcontractors
- Oversee subcontractors, ensuring work is completed in accordance with the scope of work
- Manage new hire training plans and adjust to individual progress
- Facilitate weekly site meetings, safety huddles, and other trainings as needed
- Maintain records of site activities, photos, personnel files, and expenses
- Stay up-do-date with industry regulations and best practices
- Perform additional duties as needed

Minimum Requirements:

- At least 3 years of experience working on residential construction sites
- Demonstrated knowledge of construction processes (framing to finish) and building codes
- Demonstrated ability to use logic-based problem solving
- Ability to read blueprints and building design specifications
- Ability to complete OSHA 10, NFPA 24, First Aid, and other required certifications within 6 months of hire date
- Proficient with Microsoft 365, including Outlook, Teams, and SharePoint
- Valid driver's license and a clean driving record
- Ability to read, write, speak, and understand English for purposes of safety communications
- Commitment to equity, inclusion, belonging, and the Habitat for Humanity mission

Minimum Education:

- High school diploma or equivalent

Preferred Skills / Experience:

- Massachusetts CSL
- Proficiency with Procore
- Experience working or volunteering with a nonprofit organization
- Ability to instruct groups of up to 20 unskilled volunteers
- Exceptionally skilled with time management, organizing, and communicating with diverse groups

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.



**everyone deserves
an affordable home.**
Inspiring today. Ensuring tomorrow.

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
- PPE Reimbursement
- Employee Assistance Program
- Retirement Plan
- Paid Time Off