

Job Title: Construction Manager

Organization: Crow River Habitat for Humanity, Inc

Office Location: Hutchinson, MN

Employment Type: Part-Time, Salaried

Reports to: Executive Director, Construction Committee

### **Organization Overview:**

Crow River Habitat for Humanity is a nonprofit, Christian housing ministry dedicated to building and renovating safe, affordable housing in partnership with families in need. Our work is rooted in community involvement, volunteerism, and a belief that everyone deserves a decent place to live.

### **Position Summary:**

The Construction Manager will be responsible for overseeing all aspects of home construction and renovation projects for Crow River Habitat for Humanity. This includes planning, coordinating, and supervising the construction process from the conceptual development stage through final construction, in a safe, timely, and cost-effective manner. The Construction Manager will also work closely with and guide volunteers, ensuring a positive and productive experience for all participants.

### **Key Responsibilities:**

#### **Project Management & Site Supervision**

- Plan, schedule, and oversee new construction and renovation projects from start to finish.
- Ensure that all projects are completed on time, within scope and budget.
- Coordinate with subcontractors, suppliers, and inspectors.
- Monitor site safety and ensure compliance with all local, state, and federal regulations.

#### **Volunteer Coordination**

- Supervise and provide on-site training to volunteers of varying skill levels.
- Foster a positive and inclusive worksite environment.
- Ensure volunteers are working safely and efficiently, providing necessary tools, materials, and instruction.

#### **Partner Family Engagement**

- Collaborate with Habitat partner families during construction to educate and involve them in the building process.
- Ensure partner families fulfill their sweat equity requirements meaningfully and safely.

#### **Budget & Procurement**

- Develop and manage construction budgets.

Source and procure building materials and supplies, seeking in-kind donations when possible.

Maintain accurate inventory of tools and supplies.

#### **Compliance & Quality Assurance**

Ensure construction meets all Habitat for Humanity standards and local building codes.

Conduct site inspections and resolve issues promptly to maintain quality workmanship.

#### **Qualifications:**

Proven experience in residential construction management.

Strong understanding of construction methods, safety regulations, and building codes.

Excellent organizational, leadership, and communication skills.

Ability to work with and lead volunteers and partner families with patience and respect.

Proficiency with project management tools and scheduling software is a plus.

Valid driver's license and reliable transportation.

Commitment to the mission and values of Habitat for Humanity.

#### **Preferred Qualifications:**

Experience working with volunteer-based organizations.

Licensed contractor or construction supervisor license (if required by local regulations).

OSHA safety certification.

#### **Working Conditions:**

This position requires physical activity, including lifting, climbing ladders, and standing for long periods.

Work is performed in outdoor environments in varying weather conditions.

Occasional evening or weekend work may be required.

#### **To Apply:**

Please send a resume and recent work experience detailing your qualifications and interest in the role to: [bayley@crhfh.org](mailto:bayley@crhfh.org)