



Position: Director of Construction
Organization: SBP - South Carolina
Reports to: Executive Director & National Director of Recovery
Status: Full Time / Exempt

About SBP

SBP is an award-winning, nonprofit rebuilding organization whose mission is to ensure that disaster-impacted citizens and communities recover in a prompt, efficient and predictable manner. Through Disaster Recovery Lab, SBP works to share lessons learned, prevent common barriers to recovery and help communities utilize SBP's standardized, repeatable and proven-effective model. Since its founding in 2006, in response to Hurricane Katrina, SBP has rebuilt homes for over 1000 families with the help of over 100,000 volunteers in New Orleans; Joplin, MO; Staten Island, NY; Rockaway, NY; Monmouth and Ocean Counties, NJ; San Marcos, TX; Baton Rouge, LA; and Columbia, SC.

The SBP SC Director of Construction Position will oversee all construction programs that SBP manages in South Carolina as the General Contractor for SBP SC; these programs include, but are not limited to, rebuild projects in Richland and Lexington County, the Lexington County Minor Rehab Program and the Statewide CDBG DR Rehab Program. Responsibilities for this position include:

Construction Administration

- Oversee contract negotiation and execution with subs and vendors to guarantee timely, accurate and cost effective project completion
- Manage inspections, permits, utility activation, and other administrative items with city / municipal entities so that homes are built to code and adhere to schedule
- Create all estimates, scopes of work and Gantt schedules for new projects
- Facilitate initial walk through with clients to ensure scope of work is accurate
- Oversee final walk through with clients and/or external parties and complete punch list items as quickly as possible
- Resolve, track and identify methods to avoid warranty or rework repairs
- Ensure projects adhere to regulations imposed by grantors

Material & Labor Procurement

- Develop robust and mutually beneficial relationships with vendors, sub contractors, inspectors, local planning offices, and funders
- Ensure all material orders are correct in quantity, delivered on time and are processed in accordance with SBP procurement rules to produce maximum cost savings and efficiency in scheduling

Information Management

- Oversee the approval, coding and processing of all construction-related invoices
- Manage and communicate, in coordination with SBP SC Director and National Director of Recovery, SBP SC Community Engagement Manager, project pipeline to ensure continuity of active projects throughout the year
- Be solutions oriented and innovative in scheduling volunteers at construction projects, proposing potential placements and ensuring each project offers a meaningful volunteer experience
- Manage construction budgets - tracking budget vs actual for each project, identifying trends and proposing solutions to ensure more adequate budgeting
- Ensure all electronic construction files, Gantt charts, excel tracking documents, and white boards are up-to-date with accurate information

Team Management & Leadership

- Ensure excellence - high quality service delivery, accurate administration, and effective strategic planning for Construction Department
- Hire, lead, develop, support, and retain a team of high performing Project Managers, AmeriCorps members and Trade Leads
- Oversee the scheduling of all construction team resources to allow for efficient project completion and best utilization of all assets
- Remain abreast of relevant information impacting home building codes, standards and processes and ensure this is communicated throughout the Construction Department
- Inspire a culture within the Construction Department that embraces safety and cleanliness as a top priority and develop mechanisms to ensure that this is being met

Midlands Flood Recovery Group Construction Support

- Oversee project managers as necessary to safely and successfully complete projects on time, on budget and safely
- Manage a safe, compliant, and predictable Lexington County home repair program utilizing CDBG-DR funds received by Lexington County.

Statewide Construction Support

- Bring to market a safe, predictable, revenue generating panelized construction program that meets the cost and time parameters of SBPs agreement with SCDRO (South Carolina Disaster Recovery Office).
- Oversee project managers as necessary to verify the work of partner non-profit organizations in the single family home repair program.
- Provide regular updates to senior SBP staff, partner organizations, and state leaders on the status of various projects.

Organizational Responsibilities

- Complete all activities with a sense of pride and ownership
- Collaborate effectively with all other departments to bring about the best result for clients
- Demonstrate leadership and accountability in interactions with team members
- Participate in company-wide events, such as meetings and socials
- Display strong commitment to SBP's mission, values and ethos of innovation

Qualifications

- Graduate of a four-year degree program preferably in construction management, construction science, architecture or business administration.
- 7 years or more of experience assisting or supervising construction projects of increasing complexity
- Ability to effectively and positively manage multiple projects and people
- Work productively with limited supervision
- Commitment to continual improvement (of oneself, supervisees and the construction process)
- Ability to train Site Supervisors and volunteers in the following phases of construction: insulation, drywall, mudding, paint, interior trim and doors, final punch
- Ability to read architectural drawings, estimate projects and develop scopes of work

Benefits

Salary is commensurate with experience. Company provides paid time off and free health insurance.

To Apply

Submit a tailored cover letter, resume, three professional references and salary history to screcovery@sbpusa.org. We will follow up with qualified candidates - please no calls or emails after your submission.

SBP is an equal opportunity employer and adheres to all applicable city, state and federal laws regarding equal employment opportunity and hiring practices.

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.

It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.