



**Position:** Construction Project Manager  
**Organization:** SBP – New Orleans  
**Reports to:** Director of Construction

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### ***About SBP***

SBP is an award-winning, innovative nonprofit organization that shrinks the time between disaster and recovery. A leader in volunteer-driven, post-disaster rebuilding; SBP educates, advocates and improves the disaster recovery sector so that we can collectively achieve more for communities. With a team of 70 staff and 240 AmeriCorps members, SBP has rebuilt 1,500 homes across 8 states and shared best practices with many more.

### **Job Summary:**

The Construction Project Manager will oversee field operations and provide daily oversight for gutting projects- ensuring projects are completed in a safe and quality manner with the tools and materials needed- and provide planning to develop a queue of projects to be completed. As the program continues to operate, the Project Manager will assist in transitioning the program to take on rebuilding projects in addition to gutting.

### **Qualifications**

- Residential construction/ rehabilitation experience preferred.
- Experience and/ or willingness to work effectively with/ supervise volunteers, team members, in-house trades and subcontractors with diverse skill sets and backgrounds.
- Clear communication skills and a strong sense of maturity, positivity, and professionalism.
- Knowledge of the nonprofit/ volunteer-driven construction is preferred.
- Valid driver license and reliable transportation.
- Able to satisfactorily pass a Criminal History Check to include sex offender registry, Louisiana State Police, and FBI.
- High school diploma or equivalent required

### **Responsibilities**

- Manage 4-10 active projects, as well as additional projects in the pre or post volunteer phase.
- Create and track schedules for each project assigned and ensure that the project stays on schedule.
- Track budget vs actual for each assigned project, identify trends and propose solutions to ensure more accurate budgeting.
- Schedule and coordinate subcontracted labor and/ or internal trades teams as needed to allow assigned projects to become volunteer ready.
- Develop accurate and thorough estimates and scopes of work for newly assigned projects.
- Ensure all acquisition from vendors and warehouse follow required SBP protocol and documentation to guarantee accurate tracking of financials.
- Coordinate tool and material ordering and delivery so that sites are prepared to operate each day.
- Ensure that tools and supplies are stored, maintained, tracked and inventories in a way that protects and preserves them.
- Train Site Supervisors and volunteers in the following phases of construction: insulation, drywall, mudding, paint, flooring, interior trim and doors, final punch.

**[To Apply – Click Here](#)**

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, creed, sex, gender, gender identity, sexual orientation, pregnancy, genetic information, 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 may arise pursuant to Section 504.*