



**Position:** Carpentry Manager  
**Organization:** SBP - New Orleans  
**Reports to:** Director of Construction - New Orleans

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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 80+ staff and 240 AmeriCorps members, SBP has rebuilt more than 1,600 homes across 8 states and shared best practices with many more.

SBP's vision is to embrace constant improvement, community-wide collaboration, and clear benchmarks to reduce human suffering caused by the tolls of delay in recovery. By pairing resilience training with recovery operations, we strive to reduce the need for our rebuilding services over time by increasing preparedness among vulnerable communities.

SBP encourages individuals that are hungry for change and eager to innovate to join our team so that we can change the future of disaster recovery together.

### ***Position Responsibilities:***

#### **General carpentry**

- Complete rough carpentry including reframing and framing, as well as other tasks needed to ensure structural integrity of the home. Project scope is mostly new construction, but with some minor repair projects.
- Complete finish carpentry including hanging exterior and interior doors, trim, and molding
- Complete exterior general construction tasks including hanging siding; repairing and rebuilding porches, stairs and landings; pouring concrete pads; building fences; and installing fascia / soffit
- Properly measure, cut and install materials to limit waste
- Ensure projects are completed in a safe, quality manner and are built to code
- Complete all projects such that they meet/exceed local codes

#### **Project Administration**

- Work with Director of Construction to create carpentry estimate and budget for each project
- Properly assess project scope and develop work plan and schedule
- Track progress (schedule, spending and quality control) for each job - communicating status to Director of Construction and Project Manager - and ensure that the job is completed on time, on budget, safely and is a quality product
- Track budget vs actual for each project
- Secure materials in accordance with SBP procurement rules
- Order materials and pick-ups from Warehouse and vendors as needed
- Complete and hand-in weekly tool inventories
- Ensure that tools and supplies on job sites are stored, maintained, tracked and inventoried in a way that protects and preserves them
- Develop and maintain mutually beneficial, responsive relationships with subcontractors and vendors

### **Manage Team Members**

- Manage 4 - 6 AmeriCorps members to complete scope on schedule and budget
- Ensure all team members maintain cleanliness, safety and quality standards on site
- Provide initial and ongoing training to unskilled AmeriCorps members to complete requisite construction tasks
- When needed, supervise unskilled volunteers in completing construction tasks
- Conduct evaluations/reviews, terminations, meetings, vacation and sick requests
- Foster relationships of trust, respect and accountability in collaborating with other team members and departments

### **Management & Organizational Responsibilities**

- Complete all activities with a sense of pride, ownership, and positive attitude
- Embrace, model and inspire others around SBP's organizational culture and values
- Provide direct supervision to AmeriCorps members
- Demonstrate leadership and accountability in interactions with team members
- Embody a lean culture by continually improving processes, pursuing new ideas and finding growth areas in your and your team's daily work
- Work collaboratively with other construction managers and AmeriCorps members with the goal of creating a cohesive team
- Participate in company-wide events, such as meetings and socials
- Display strong commitment to SBP's mission, values and ethos of community service

### **Qualifications**

Physical requirements:

- Able to lift up to 50 lbs
- Able to do physical labor in diverse weather conditions - high heat and humidity, cold, or rain
- Comfortable working under houses and on ladders / scaffolding
- Comfortable and knowledgeable about working with power tools

### **Additional requirements**

- 2 - 5 years of hands on residential construction with a focus in carpentry
- 1-2 years management experience
- Ability to work productively with limited supervision
- Proficiency in reading blueprints and architectural plans
- Basic knowledge of local residential building codes
- Strong understanding and appreciation of proper tool use, task execution and construction site practices to ensure safety
- Strong mathematical and analytical skills
- Experience to effectively train and manage AmeriCorps members and volunteers from diverse backgrounds and with little to no prior construction experience
- Commitment to continual improvement (of oneself, direct reports and the construction process)
- Clear communication skills and a strong sense of maturity, positivity and professionalism
- Able to satisfactorily pass a Criminal History Check to include sex offender registry, Louisiana State Police, and FBI.
- Valid driver license and reliable transportation.

To Apply please click [here](#).

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*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.*