



## **SBP AmeriCorps Disaster Corps Project Lead**

### **Service Position Summary:**

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 2300 families with the help of over 130,000 volunteers in New Orleans and Baton Rouge, LA; Joplin, MO; Rockaway, NY; Monmouth and Ocean Counties, NJ; San Marcos, TX; Columbia, SC; Houston, TX; Bay County, FL; North Carolina; and Puerto Rico.

SBP's Disaster Corps is pivotal in supporting response efforts immediately following the impact of natural disasters. Project Leads who serve under SBP's Disaster Corps will be the first on the ground to provide services to impacted vulnerable populations throughout the United States. The service activities that Disaster Corps Project Leads conduct when responding to disaster may include basic need assessments for communities, delivery and facilitation of food and water, as well as mucking and gutting of disaster-impacted homes. As the face and voice of SBP, you will aid community members in beginning their recovery efforts and educate the public on resilience and predictability.

During *blue-skies*, Disaster Corps Project Leads will play a vital role in SBP's Rebuilding Program and actively lead the construction efforts on clients' homes. A Disaster Corps Project Lead is responsible for ensuring that each phase of construction is being completed on schedule. When volunteers are present, Disaster Corps Project Leads are responsible for training and managing volunteers, keeping them on task, monitoring safety, ensuring quality work, effectively participating in construction, and completing tasks on schedule.

### **Project Lead Essential Functions:**

- Maintain a clean, safe and organized work site.
- Ensure that each phase of construction is being completed on schedule.
- Ensure that work is of the highest quality.
- Interact effectively and positively with other team members, volunteers, clients and partners.
- Actively participate in construction projects.
- Perform strenuous, physical labor in different climates, over long periods of time.

### **Serving on Deployment; Essential Functions:**

- Must commit to be available to travel within 24-48 hours' notice and have the availability to deploy for 30 or more days
- In the event of a large-scale disaster, Disaster Corps members may be transferred to the impacted geography to support longer-term relief until an SBP operating site is fully functioning in the community.
- Provide immediate and long-term relief in areas impacted by natural disaster including but not limited to: basic needs assessments, volunteer coordination, client coordination, supply and donations management, debris removal, mucking and gutting homes, and any additional critical needs identified.
- Conduct disaster response and preparedness trainings for communities and other national service organizations
- Communicate the daily and weekly goals to all community stakeholders.
- Provide effective training and constructive feedback to volunteers and other responders who are completing mold suppression, mucking & gutting, insulation, drywall, mudding, painting, flooring, trim, doors and other phases of construction.
- Participate in and execute construction activities alongside volunteers and other responders.
- Maintain a professional and positive attitude when serving.

- Ask volunteers to return and spread the word about the enduring needs.
- Serve as a liaison between the homeowner and volunteers.
- Flexibility with housing while deployed which could include: public shelters, Airbnb, hotels, religious facilities, or other temporary housing options available. SBP will provide bedding materials if none are available.
- Flexibility with shared transportation, and irregular service hours and days.
- Ability to lift at least 50 lbs.
- Participate in September 11<sup>th</sup> Day of Remembrance and Martin Luther King Jr. Day of Service events, which may take place on a weekend or during holidays and include activities outside of the scope of typical day-to-day functions.
  - Per 45 CFR §2510.20, SBP has determined that the probability of access to vulnerable populations is so great that all members will receive the three-part NSCHC: NSOPW, FBI, and required state components (residence and state of service, as necessary).
  - Per 45 CFR §2540.100, member activities are not supplementing, duplicating, or displacing staff or volunteers.

### **Academic, Experience, and Core Competencies Needed:**

- Have a high school diploma or its equivalent
- Experience/comfort with public speaking
- Ability to lead diverse groups of volunteers on a wide array of tasks (that will most likely be new to you)
- Experience/interest in developing project management skills
- Willingness /enthusiasm to receive constructive feedback from your supervisor and peers
- Positive attitude
- Ability to take initiative and be self-motivated
- High regard for safety
- Strong passion for the work of SBP

### **Knowledge, Skills, and Abilities Required:**

- Strong organizational skills and ability to delegate tasks effectively
- Ability to clearly communicate needs and expectations to people of various backgrounds.
- Strong interpersonal skills, including active listening.
- Ability to maintain a calm, professional demeanor in challenging situations, including client crises.
- Demonstrated problem solving skills.
- No construction experience necessary, although helpful, as this is a construction heavy position.

### **Qualifications**

- All candidates must be at least 17 years of age or older.
- At least five members of the Disaster Corps must be satisfying the following requirements
  - Satisfy a Motor Vehicle/Driver History Check showing:
    - Class C driver's license in good standing
    - Must be 21 years or older
    - 21 and 22-year olds must have clean driving record
  - For candidates 23 and older, the following applies:
    - No more than two moving violations in last 3 years
    - No DWI/DUI in last 5 years
    - No major violations in the last 5 years
- Be a citizen, national, or lawful permanent resident alien of the United States
- Satisfy the National Service Criminal History Check eligibility criteria pursuant to 45 CFR 2540.202.

**Commitment Required:** Full Time members will serve 1700 hours. Members are required to serve 42 hours a week. A typical service week is Monday – Friday, however volunteer events often occur on Saturday and will require attendance. Members will have ample opportunity to complete 1700 hours of service.

**Member Evaluation:** Members will receive mid-year and end of year evaluations, as well as complete necessary weekly and/or monthly data reports and bi-weekly timesheets in OnCorps.

**Training:**

- Members will receive service and site-specific training to prepare them for their service. Members will also be required to attend orientation.
- Members will receive on-site construction training that occurs at project houses for the first six – eight weeks of service to be led by experienced Project Leads, Project Managers, and Subcontractor tutorials. Training occurs during project builds, and may include demonstrating tasks to managers, members, and volunteers.
- Member training hours meet the requirements of 45 CFR §2520.50.

**AmeriCorps Program Benefits:**

This position is eligible for a living allowance, post-service education award, health benefits, loan forbearance for most federally-guaranteed student loans, and childcare assistance. The stipend for this position is \$1,427.90 per month and may not exceed \$14,279.00 for the entire term of service. The education award for this position upon completion of the ten-month term and 1700 hours of service is \$6195. Please visit [http://www.americorps.gov/for\\_individuals/benefits/benefits\\_ed\\_award.asp](http://www.americorps.gov/for_individuals/benefits/benefits_ed_award.asp) for more information on the education award. AmeriCorps members in this position have the opportunity to make a difference in communities, connect to a national AmeriCorps network and alumni group, and serve with a dynamic team of members.