



next step ministries, inc.

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Construction Site Supervisor

Paid Position

Employment Dates: May 25th, 2020- August 11th, 2020

Position Description:

As a Construction Site Supervisor you will oversee all worksite operations of necessary building projects in the community while leading youth volunteers through the building process. This position will focus on individual project foreman duties, providing incredible leadership development opportunities as well as hands-on building experience. You will be responsible for maintaining a high quality of work, accurate project schedules and material estimates, respectful relations with local leaders, and safety of all who participate on a worksite. Forget an office internship - you will be running energetic, professional construction worksite experiences for volunteers that greatly benefit the community, all while developing your individual skills.

Pre-Summer Responsibilities:

- Mandatory Pre-Summer Development - An online training series focused on technical skills and leadership training in order to prepare you for a summer with Next Step

Summer Responsibilities:

- Lead youth volunteers in building processes
- Teach building tasks using demonstration and clear communication
- Delegate volunteers to complete necessary tasks, following the project schedule
- Participate alongside volunteers in building processes
- Assist Construction Project Manager with project preparations
- Provide weekly estimates and bill of material lists
- Ensure building processes comply with drawings, permits, and local building codes
- Update each project's Procore file, including: emails, pictures, RFI's, inspections, punch lists
- Maintain an organized, safe, efficient worksite
- Implement Next Step Safety Standards
- Build a working relationship with homeowners and organization leaders
- Preserve the quality of Next Step power tools, equipment, and vehicles
- Contribute as a team player in all aspects of mission trip facilitation
- Participate in daily devotionals and evening programming

Qualifications:

- Must be a believer in Jesus Christ and hold to Next Step's Statement of Faith
- Obtaining a BS in Construction Management or related field preferred but not required
- Field experience preferred but not required
- Previous experience in a leadership position preferred but not required
- Experience in missions preferred but not required
- Access to a smartphone or tablet preferred but not required