

## **RIHousing – Construction Manager – Lead Hazard Reduction Program (LEAD)**

RIHousing is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

### **What it's all about:**

RIHousing oversees the LeadSafe Homes Program on behalf of the U.S. Department of Housing and Urban Development, the State of RIHousing Resources Commission and RIHousing agency funds.

The Construction Manager is responsible for the management of Construction Specialists and oversight and implementation of the Program requirements as they pertain to construction within the Lead Safe Homes Program.

### **What you'll do on a daily basis:**

The Construction Manager will:

- Assess the pipeline of projects and make job assignments with consideration for work loads
- Review and revise processes and procedures to be concurrent with the Grant requirements and goals
- Assess Program processes to develop more effective or efficient systems
- Direct and oversee CS/Team meetings to be informative and effective
- Observe CS's work in office and in the field
- Encourage quality work in the field by all parties
- Assure program compliance with HUD requirements, building codes, DOH and other governing bodies
- Seek input from Program partners for program improvement
- Hold periodic meetings with Contractors & Inspectors for trainings and program review
- Promote quality and teamwork
- Perform staff evaluations
- Approve Timecard submissions and vacation, sick day requests
- Encourage new Contractors to join the Program
- Positively interact with other RIHousing departments, IT, Finance, Legal, etc. in ways that will benefit the program and Corporation
- Interview, onboard and train new CS's as needed
- Other special programs and projects as assigned.

### **What you'll bring to the team:**

The Construction Manager is responsible for all aspects of the LSHP that relate to the construction portion of the Program and the many ways that construction integrates to the Program overall.

Communication, facilitation and problem solving are the Construction Managers key roles. It is the Construction Manager's responsibility to work through daily questions and processes with the CS's, to identify and communicate major construction issues up to the Program Manager and to clearly explain Department goals and processes to the Construction Specialists. CM's positive communication is critical to forming good working relationships both within the department and with outside partners, be they Contractors or Homeowners, not usually in day to day interactions, but programmatically.

The Construction Manager is in many ways a facilitator to the Construction Specialists, assuring that they are complying with Program procedures and best practices. CM will aid the CS's to process difficult circumstances and work with them to find solutions. CM also provides support to the Program Manager and the LSHP team.

#### **What you'll need to succeed:**

- Minimum 3 years of construction industry experience, extensive knowledge of lead inspection and lead hazard reduction activities including the Rules and Regulations for Lead Poisoning Prevention
- Licensed lead hazard reduction contractor or certified lead inspector preferred
- Experience working with private inspectors and contractors as well as homeowners and nonprofit organizations
- Strong analytical, communications and computer skills
- Associates degree in architecture, civil engineering, Construction Management or related field; and/or equivalent work experience required
- Use of personal vehicle, valid driver's license and proof of insurance are required.

#### **Why RIHousing**

- Competitive salary
- Parking Stipend
- Medical/Dental/Vision/Life Insurance
- Paid Time Off
- Retirement Options
- Education Reimbursement
- Onsite Fitness Classes
- Volunteer Days
- Winner of "Best Places to Work" 2016, 2018, 2019, 2021
- Worksite Health Award 2013-2019

**RIHousing** strives to ensure that all people who live or work in Rhode Island can afford a healthy, attractive home that meets their needs. A good home provides the foundation upon which individuals and families thrive, children learn and grow, and communities prosper.

To achieve our mission, we:

- Offer fair, affordable, and innovative lending programs.
- Provide housing-related education to consumers and others.
- Promote and finance sensible development that builds healthy, vibrant communities.
- Provide housing grants and subsidies to Rhode Islanders with the greatest need.
- Team up with partners to improve everything we do.

**RIHousing** uses its resources to provide low-interest loans, grants, education, and assistance to help Rhode Islanders find, rent, buy, build, and keep a good home. Created by the General Assembly in 1973, RIHousing is a privately funded public purpose corporation. RIHousing requires its employees to be highly motivated and knowledgeable, have a sound understanding of the changing needs of Rhode Island's housing market, be willing to work within and toward a smoothly integrated operation, demonstrate a commitment to serve the people of Rhode Island, especially those with low and moderate incomes in need of safe and affordable homes, and possess a high level of integrity and deep respect for all Rhode Islanders, including customers, partners and fellow employees.