

Job Announcement

Title: Build Team Assistant

Hours: Up to 28 hrs/week, non-exempt

Start Date: ASAP

Salary Range: DOE, Part-time, Temporary (\$24–\$26/hr)

Summary of Duties and Responsibilities:

The Build Team Assistant works side-by-side with individuals building their own homes through our Mutual Self-Help Housing Program. This is a job for someone who wants to be a supportive presence on the job site: they guide our first-time home builders through unfamiliar territory, help them gain confidence, and encourage teamwork. While the role does involve hands-on construction, the core of the job is working with people.

The Construction Assistant reports to and is supervised by the Construction Manager and Construction Supervisor, and performs some or all of the following duties:

- Guides and encourages family build groups, helping participants with little or no construction background build skills as they construct their own homes.
- Trains and guides groups of families, teaching tool-use safety and proper building techniques with patience and support.
- Organizes family build crews thoughtfully: balances skills and personalities in order to keep groups working well together and projects moving efficiently.
- Serves as an open line of communication between participating families, the Construction Supervisor, and other staff.
- Maintains safe working conditions and ensures adequate tools are available for the work at hand.
- Assists the Construction Supervisor with environmental and construction-related requirements (e.g., SWPPP, OSHA).
- Ensures family volunteers have completed required forms and understand program expectations.
- Ensures tools and building materials are properly stored and in safe operating condition.
- Assists with all other construction related tasks on the MSH site.

Factors

- Responsible for Contacts: Frequent contact with participating families, Construction Supervisors, other staff, and members of the public. This role relies heavily on communication, patience, and presence.
- Physical Effort: Physical effort required, including moderate to heavy lifting.
- Working Conditions: Work is generally performed outdoors, on construction sites, and in a team setting.
- Mental Application: Requires attentiveness to group dynamics and individual learning styles.

Skills and Abilities

- Ability to teach and explain building skills patiently to people with little or no construction experience.
- Ability to connect with and work effectively alongside people of varying socioeconomic levels, personalities, and abilities.
- Strong communication skills and an encouraging demeanor.
- Willingness to work irregular hours as needed (evenings and weekends) to fit family schedules.
- One year of paid construction experience or reasonable equivalent.

Required

- Driver's License

Apply:

Email resume and statement of interest to director@hasuhomes.org

Or drop off at HASU office: 380 N 500 W, Moab, UT 84532, (435) 259-5891

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