

Habitat for Humanity of Lafayette, Inc.

920 N. 14th Street
Lafayette, IN 47904

Job Description

Job Title: Construction Site Leader

Status: Full Time Exempt

Reports to: VP of Construction

Overview

The purpose of the Construction Site Leader is to complete all construction-related activities for the home building of Habitat for Humanity of Lafayette (approximately 10-15 homes per year). Construction Site Leaders are responsible for managing diverse groups of volunteers with varying degrees of construction skill on the build site each day and ensuring the correct and safe completion of home building. Construction Site Leaders are also responsible for collaborating with the Construction Coordinator and the Director of Construction, Land, and Property Management to complete all aspects of the building process, including site preparation, scheduling of professional mechanical work, and passing all required inspections.

Duties.

- Determine and prepare tools and materials necessary for each build day; work with Construction Coordinator to procure necessary materials;
- Greet, orient, and supervise new volunteers on the build site as well as community service individuals;
- Maintain knowledge of building code, safety standards, and required safety certifications through Habitat for Humanity International and the City of Lafayette;
- Complete construction progress required when volunteer groups are not scheduled;
- Communicate with the partner family receiving the house about site maintenance expectations daily;
- Schedule all necessary inspections;
- Work with the Construction Coordinator to ensure site preparation and scheduling of mechanicals for each build;
- Keep liability waiver books at work sites and file the waivers;
- Recruit skilled and trade labor for professional tasks;
- Recruit volunteer labor for appropriate tasks;
- Arrange service hookups for all builds;
- Maintain working knowledge of OSHA standards;
- Work with and instruct diverse groups of people with varying degrees of construction skill;
- Utilize computers in aid of construction;
- Visit construction sites and maintain communication with external contacts; and
- Inspect construction sites, which may include reaching overhead, climbing, and lifting.

NOTE-- At any given time, the position supervises 5-10 volunteers but no employees.

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Qualification. An associate degree in construction management or related fields.

Notes.

- The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. The job description does not constitute an employment agreement between the employer and member and is subject to change by the employer as the needs of the employer and requirements of the job change.
- The place of employment is 920 N 14th St, Lafayette, IN 47904. The Construction Site Leader would be required to visit job sites in the metro area as may be necessary.
- The position is located in Lafayette, Indiana. No telecommuting.
- Work days are Tuesday-Saturday.
- This is a full-time position with a competitive salary plus benefits as available to our full-time employees.

This document represents the job description for the Construction Site Leader position of our company.

Dated: January 12, 2026

Bobby J. Anderson, CEO
Habitat for Humanity of Lafayette, Inc.