

Home Repair Team Leader
Position Description
Habitat for Humanity of Louisa County

Title: Home Repair Team Leader

Reports To: Home Repair Program Manager

Job Summary: This is a volunteer position requiring approximately 6-8 hours of time per week. Responsible for working with the Construction team in supervising the completion of approved home repair projects for the Chapter.

Responsibilities and Duties:

- Be OSHA Competent Person certified (online training course provided by Habitat for Humanity)
- Provide input to the Home Repair Program Manager on project scope and the technical requirements
- Be knowledgeable of applicable construction code requirements
- Coordinate with skilled volunteers for each repair job
- Supervise the repair team during the construction/repair activity
- Be responsible for all safety related items for volunteers working at the repair site
- Maintain tools and equipment, as required
- Generate a Completion Certificate for each repair job, etc.
- Provide input to the Construction team on repair program resource needs

Other functions:

- Conduct and coordinate outreach with partners and potential partner organizations, various community and service groups to benefit the repair program
- Report progress to the Home Repair Program Manager as required

Note: On average the HFH Louisa Chapter completes 5 to 7 home repairs per year in Louisa County.