



DEVELOPING THRIVING COMMUNITIES

Construction Management Superintendent

Salary Range \$85,000 - \$110,000 per year with benefits + flexible schedule
Hybrid Position: Primarily onsite at various properties across six counties (Lane, Benton, Linn, Lincoln, Marion, and Clackamas)

DevNW and our CDFI partner, Community Lending Works (CLW) are fostering vibrant, inclusive communities by prioritizing housing, asset development, wealth building, and small business development. To do this work we are deconstructing pervasive systems of oppression such as racism, classism, or sexism that maintain persistent disparities and perpetuate deep imbalances in power, opportunity, and wealth. **The Construction Management Superintendent's critical contributions to this role involves the synchronization of the specified knowledge, skills, and experience with the outlined responsibilities, duties, and tasks. This alignment guarantees that fulfilling these criteria empowers an employee to effectively deliver the following contributions:**

- **Provide leadership for and management of the construction process and schedule from planning to completion for real estate development projects that are timely, high quality, safe, and on-budget.**
- **Uphold project accountability through clear communication, defined roles, collaborative partnerships, schedule-to-deliverables-to-cost reinforcement, and progress tracking**
- **Apply construction site knowledge and understanding of how tradespersons (plumbers, electricians, roofer, etc.), OSHA, and building codes come together onsite, and strategically guide the workflow to prevent or minimize delays, unintended costs, and accidents**
- **Ensure project passes inspections in a timely and cost-efficient manner throughout execution of construction by supervising all subcontractors at DevNW sites, verifying work quality, and adhering to jobsite policies set forth in Master Services Agreement**
- **Act as the liaison between the real estate team, project partners (including architects, engineers, and other design professionals), and jurisdictional partners while facilitating ongoing updates and meetings**

To excel in this position, you will need these essential lenses:

- To complete a real estate project from beginning-to-end TAKES a team with each player being accountable to their contributions and supporting one another in the process.
- Recognize that 'communication is an action' and essential to arrive at shared clarity and high performance.
- The construction process is akin to working with "puzzle pieces" that require a questioning approach, persistent pursuit, and driven desire to get to a 'YES' in order to construct the envisioned outcome.
- Recognize and understand that the built environment is a physical and long-standing reinforcement of WHO gets to participate, benefit, and belong in a place; therefore, housing is NOT just four walls and a roof...it is an act of social justice.



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It is CRITICAL that you have...

- A minimum of 10 years of hands-on experience in the construction industry, specifically in single-family housing. Showcase a proven track record of successfully organizing and managing construction projects, demonstrating expertise from concept to completion.
- Demonstrated experience of capability in supervising multiple projects at multiple sites, coordinating and holding accountable numerous subcontractors.
- Knowledge of the Universal Building Code and willingness to learn new regulations in multiple municipalities.
- A goal-oriented drive and practice accountability for achieving objectives within specified timelines.
- Demonstrated excellent verbal and written communication skills to convey ideas, communicate with vendors and clearly and maintain effective communication channels.
- Robust project management experience to efficiently plan, execute, and complete projects.
- Manage project timelines by confirming and adjusting schedules as needed to meet milestones.
- Practice of ethical leadership rooted-in leading by example to inspire and guide the project team towards successful outcomes.
- Knack for collaboration that fosters teamwork and effective communication among team members and subcontractors.
- A troubleshooter mindset to proactively address issues and find solutions to ensure project continuity.
- Full comprehension of architectural renderings, plans, blueprints, civil engineering documents, and project specification documentation to guide project implementation
- Expertise of means and methods in construction, and willingness to seek alternative considerations for efficiency or value as necessary.
- Organizational processes to manage both short and long-term project calendars over multiple project sites in various stages of work, including making adjustments as delays or surprises occur.
- Ability to communicate clearly and effectively, in person, by phone, text, and email with various partners.
- Proficiency in Microsoft Office Suite, Adobe, Zoom, and 3D Modeling Software
- Excellent organizational skills with an ability to comprehend and efficiently and effectively manage complex processes and documents such as engineering plans + specifications, legal, architectural drawings, plats, codes, surveys, CNAs, appraisals, and more.



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Example tasks/responsibilities for the Construction Management Superintendent:

The Construction Management Superintendent has the flexibility to undertake any or all of the following duties, either directly or indirectly, utilizing the assistance of other staff and engaging contracts for professional services as needed.

- Create, monitor, and modify project calendars that maintain the workflow and priorities of partners and subcontractors to meet timelines.
- Communicate verbally and in writing with project partners, design professionals, and relevant DevNW staff (such as Project Manager, Financial Analyst)
- Oversee quality control on development projects, including inspection of work performed by subcontractors and holding subcontractors accountable for resolution of identified issues.
- Coordinate inspections and build strong relationships with jurisdictional partners.
- Perform material take-offs and oversee the procurement process, including the scheduling and coordination of material deliveries to ensure timely and efficient project execution.
- Conduct research and provide recommendations for alternative products or methods aimed at enhancing efficiency, value, or opportunities to deliver superior projects to end-users.
- Ensure adherence to the Oregon Housing and Community Services design and construction requirements, and that any proposed changes remain in alignment with funder requirements.
- Collaborate with design professionals and project partners to troubleshoot and problem-solve as unexpected challenges arise during the project.
- Research and recommend alternative products in addition to methods for efficiency, value, or opportunities to deliver better projects to the end user
- Co-troubleshoot and problem-solve with design professionals and project partners to address surprises or seize opportunities.
- Assess the progress in relation to the value of the project partner invoice.
- Take responsibility for site safety and security.

It is GREAT if you have...

- Lead-Based Paint Remediation (LBPR) certification from Oregon CCB
- Certified Erosion and Sediment Control Lead (CESCL) certification from Oregon DEQ
- Extensive network of and relationship with subcontractors
- Cordial, working relationships with building inspectors in Lane, Benton, Marion, Linn, Lincoln, and Clackamas Counties.

It is a BONUS if you also have...

- Responsible Managing Individual (RMI) certification from Oregon CCB
- Experience with applying a sustainability lens to construction
- Ability to speak, read and/or write in Spanish.



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Apply for this opportunity to support DevNW's Real Estate Development team by providing an introduction letter detailing your interest to josh.shafer@devnw.org:

1. Describe how your journey thus far has prepared you for the Critical Contributions of this position.
2. Share an example about a construction management project that 'you owned' and had to navigate through a crisis or critical moment that jeopardized the entire project.
3. Current resume

DevNW is an Equal Employment Opportunity Employer. All qualified persons are encouraged to apply. Applications for employment will be considered without regard to race, color, national or ethnic origin, religion, gender, gender identity, sexual orientation, marital status, age, disability, and any other characteristic protected by applicable law.

Studies have shown that women and people of color are less likely to apply for jobs unless they meet every one of the qualifications listed. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you meet key qualifications for the job, and believe you would be the best fit, we would encourage you to apply; please use your cover letter or introductory email to explain how you will accomplish parts of the job for which you have less experience. If you are unsure whether you meet the qualifications of this position, please feel free to contact us.

DevNW values diversity and supports a welcoming, inclusive environment where all of our employees can thrive. We value a workforce that is representative of the communities we serve.