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# EXECUTIVE SEARCH ANNOUNCEMENT

**Organization:** HANDS, Inc.  
**Position:** Construction Manager  
**Location:** Orange, New Jersey  
**Salary:** \$65,000 – \$85,000 with a benefits package

*Seeking a results- driven, detail-oriented, and responsible professional to join the HANDS team.*

## ABOUT THE DC CHAMBER OF COMMERCE

**Housing and Neighborhood Development Services, Inc. (HANDS)** is a nonprofit community development corporation founded in 1986 and known in the community development field as an innovator in resident-driven neighborhood revitalization. HANDS’ mission is to empower residents to create neighborhoods of choice—places where people can and do choose to raise their families and run their businesses. The vision is for Orange and neighboring cities to be composed of healthy, robust neighborhoods that provide security and opportunity for all residents, and where low and moderate- income families have access to civic, cultural, and natural resources, educational and economic opportunities in “just and beautiful” cities. Work includes economic empowerment programs, real estate development, asset/property management and lead remediation. HANDS is a chartered affiliate of NeighborWorks® America.

## WHO WILL BE SUCCESSFUL

The people who thrive on our team are passionate, visionary, curious, creative, open-minded, flexible, self-directed, and willing to learn from mistakes. They are also results- driven, detail-oriented, and responsible. Passion for HANDS’ mission, especially related to lead poisoning prevention.

Looking for individual who is independent, but willing to take coaching and direction from teammates and external technical assistance providers; ability to represent HANDS in a professional and personable manner in the community; build relationships with a wide range of people. Strong written and verbal communication skills; and ability to use both “head and heart” methods of persuasion.

**SEE MORE ABOUT THIS EXCITING OPPORTUNITY! APPLICATIONS RECEIVED BY NOVEMBER 11 WILL BE PRIORITIZED.**

## POSITION OVERVIEW:

HANDS is managing lead hazard control work through a grant provided by the NJ Department of Community Affairs. HANDS is part of a statewide partnership with other community-based organizations and municipalities in New Jersey, to remove lead hazards from residential housing. To support these efforts, HANDS is hiring a Construction Manager to oversee lead hazard control work. The Construction Manager will be responsible for the coordination and management of processes that provide lead hazard control and healthy homes renovation and repair work in Essex County. This position will work closely with HANDS staff, and our lead hazard control project personnel to advance our goals.

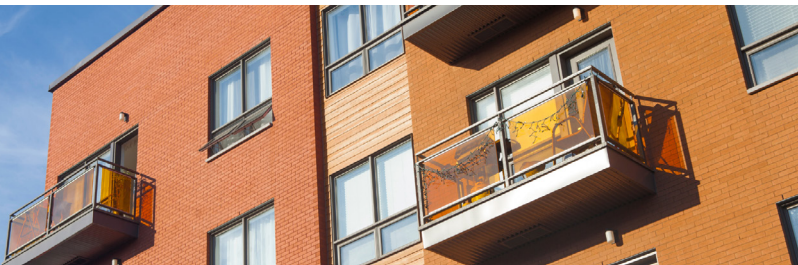
## RESPONSIBILITIES:

- Participate in the creation and implementation of lead program strategies, operational - procedures, project development, and budgeting
- Monitor progress towards achieving goals and objectives
- Work with program partners to maintain professional relationships
- Coordinate and oversee lead risk assessments, lead hazard control work and lead clearances
- Create scopes of work from Lead Risk Assessments and visual inspection of units
- Coordinate and manage all aspects of subcontractor activities -- estimates, project requisition, contracting, project initiation, oversight and project completion/closeout
- Supervise and monitor construction processes (on site), ensuring high quality work and - compliance with HUD and NJDCA lead rules and regulations
- Maintain positive relationships with customers and community
- Track participant data/folders, unit progress and compliance with project budgets
- Participate in marketing lead program to the community
- Ability to take initiative, be proactive, and efficiently see projects through to completion.

## QUALIFICATIONS:

### DEMONSTRATED EXPERIENCE

- High School diploma, with a minimum of 5 years work experience in construction
- 3+ years work experience in residential rehab project and construction management
- Experience providing lead safe renovation, repairs and/or abatement
- 3+ years successful working with Municipalities including but not limited to government officials, Building Department, Code Enforcement and Health Department
- Proficiency in Microsoft Office applications (Word, Excel, Outlook)
- Valid NJ Drivers License and auto insurance in good standing
- Ability to work with a positive and professional attitude; open to learning, ability to work well with diverse personalities, in a team or individually; excellent organizational skills, and a high level of attention to detail



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### PREFERRED, BUT NOT REQUIRED

- EPA Lead RRP certification, Lead worker and/or Lead Supervisor credential or similar  
(If not credentialed, **must be willing to participate in training and certification post hiring**)
- Experience with lead hazard control, energy efficiency and healthy homes programs
- Knowledge of HUD Lead Hazard Control Guidelines and/or NJDCA Lead Abatement Code.  
(Must be willing to learn all aspects of lead hazard control.)
- Spanish/Haitian Creole language proficiency



The Construction Manager role will be a full-time, exempt, on site role in Orange, NJ. The salary for this role range for this role is 65 – 85k with a benefits package.

HANDS, INC. has exclusively retained Impact Search Advisors by Nonprofit HR to assist in the recruitment efforts for its next Construction Manager. Interested candidates should submit a complete application, resume, and cover letter for consideration. Your cover letter must address your experience and qualifications as aligned with the organization’s needs and your specific interest in HANDS, INC. Interested individuals are encouraged to apply immediately. Applications submitted by or before November 11th will be prioritized.

Please visit: <https://www.handsinc.org/> for more information about the organization. For further details about this opportunity, contact Sophia LaFontant, Consultant, Search, at [slafontant@nonprofithr.com](mailto:slafontant@nonprofithr.com).

### Our Commitment to Diversity, Equity, Inclusion & Belonging



Nonprofit HR is committed to fostering and maintaining a work environment where diversity, equity, and inclusion (DEI) are fully integrated into everything we do for the benefit of our employees and the clients that we serve. To fully realize our goal, we prioritize our understanding of the complexities of DEI within our workforce to inform our approach to talent management. We believe that this guides how we do our work, advise our clients to operationalize DEI and position our content and educational opportunities help strengthen the talent management capacity of the social impact sector.

Continue reading our about our commitment at [nonprofithr.com/deinow](https://nonprofithr.com/deinow).

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