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|---------------------------------------------------------|------------------------------------------------------------------------|
| <b>Position Title:</b> Carpenter                        | <b>Employment Status:</b> Full-Time (5 days per week) Tuesday-Saturday |
| <b>Department:</b> Construction                         | <b>FLSA Classification:</b> Non-Exempt                                 |
| <b>Reports To:</b> Construction Manager                 | <b>Supervises:</b> N/A                                                 |
| <b>Wage:</b> \$28-\$35 per hour depending on experience |                                                                        |

### Position Summary:

The Carpenter works with Fort Collins Habitat staff, home buyer families, regular volunteers, and volunteer groups to build decent, affordable homes on Habitat's construction sites. The work is primarily new construction but may include repairs of owner occupied homes. The Carpenter position is a skilled position that requires technical knowledge as well as openness to learning.

### ESSENTIAL RESPONSIBILITIES

- **Volunteer Build Days- Tuesday, Thursday, Saturday**

- Plan, implement, oversee and perform hands-on construction tasks as coordinated with Construction Manager and/or Construction Specialist.
- Trains volunteers on construction tasks and appropriate safety measures.
- Supervise and lead volunteers. Builds strong relationships with volunteers so that they want to come back.
- Be available to other staff or volunteers to answer questions as needed.
- Manage quality of volunteer tasks and work during build days.
- Ensure homebuyer families actively take part in the building process and ensure homebuyer families have a positive and meaningful experience during their time on the build site
- Manage materials, safety, tools, waste removal and other project related logistics.

- **Prep & Build Days – Wednesday & Friday**

- Lead the crew leaders on prep days to prepare for volunteer build days focusing on safety and efficiency.
- Perform construction tasks in order to make site ready for volunteer build days and to allow for maximum productivity.
- Monitors and maintains stock of tools, fasteners, consumables, and safety gear
- Generates weekly "shopping list" with input from construction team, and purchases items on non-volunteer days.
- Works with Construction Manager to provide input on large procurement items (lumber packs, siding orders, etc.)
- Works with Construction Manager to provide input on self-performed task sequencing, durations, and volunteer capacity

- **Miscellaneous**

- Perform a variety of construction activities including rough framing, flashing, siding, window/door installation, finish carpentry, cabinetry installation, painting, etc.
- Builds according to approved/current plans. References plans frequently.
- Coordinates with Construction Manager or Construction Specialist on material procurement needs.
- Frequently consults with and asks for assistance from Construction Manager or Construction Specialist to ensure alignment with construction details and approach.



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# Carpenter

- **Safety compliance**
  - Ensure compliance with Habitat for Humanity safety policy.
  - Respond promptly to safety improvement requests.
  - Maintain complete Competent Person Training certification.
  - Has current first aid/CPR training, or is willing to complete within the first 60 days of employment
- **Codes**
  - Ensure that all installed work is compliant with IRC building codes, other applicable local codes, and manufacturers instructions.
  - Reference drawings and code books as needed. Consult with Construction Manager if there are questions.
- **Interpersonal Skills/Culture**
  - Promote a collaborative environment to ensure positive, effective and efficient working relationships between staff, suppliers, contractors, partner families and volunteers
  - Monitor self-performance and work towards professional development goals as agreed upon with supervisor. This includes taking initiative to identify opportunities for professional development that will enhance the position and organization.
  - Servant Leadership mindset: asks not what others can do for them, asks themselves what they can do for others
  - Problem solving: Able to think critically through challenges, commensurate with experience and expertise
  - Self Starter: Takes initiative, anticipates upcoming work and potential challenges, asks themselves "what can I be doing right now?"
  - Commitment to Habitat for Humanity's mission and Theology of the Hammer, where anyone willing to lift a hammer is welcome
- **Education/Experience**
  - High School Diploma required
  - Five (5) years plus experience in residential construction
  - Framing experience required
- **Physical Requirements**
  - Ability to adequately traverse a residential construction job site
  - Ability to lift, pull or push up to 75 lbs. with or without reasonable accommodations
  - Ability to be on your feet for the majority of the day in a fast paced environment
  - Experience in safely using construction tools and equipment
- **Work Environment and Conditions**
  - Ability to work in exterior/outside environment during a variety of weather conditions (i.e. snow, rain, heat, cold, and direct sun)
  - Position requires travel between sites in personal vehicle or business vehicle
  - Valid driver license and a current Motor Vehicle record is required

**WAGE:** \$28-\$35 per hour depending on experience

**TO APPLY:** Please send resume and three references to Kayla Kovar, Construction Manager, at [kkovar@fortcollinshabitat.org](mailto:kkovar@fortcollinshabitat.org).



*An Equal Opportunity Employer, Fort Collins Habitat for Humanity does not discriminate based on race, color, religion, national origin, sex, age, disability, genetic information or any other status protected by law or regulation. It is our intention that all qualified applicants are given equal opportunity and that selection decisions be based on job-related factors.*

*Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We intend to find the best candidate for the job, and that candidate may come from a less traditional background. Habitat may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications.*

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### **About Fort Collins Habitat for Humanity**

Fort Collins Habitat for Humanity is part of a global, nonprofit housing organization operated on Christian principles that seeks to put God's love into action by building homes, communities and hope. Fort Collins Habitat is dedicated to eliminating substandard housing in the Fort Collins area and worldwide through constructing, rehabilitating and preserving homes; by advocating for fair and just housing policies; and by providing training and access to resources to help families improve their shelter conditions.

Habitat for Humanity was founded on the conviction that every man, woman and child should have a simple, durable place to live in dignity and safety, and that decent shelter in decent communities should be a matter of conscience and action for all. As an affiliate of Habitat for Humanity International, we abide by all the global guiding principles but also by a set of locally adopted principles that reflect who we are.

1. **Christian homebuilder & provider of housing support services.** Other purposes will be pursued only with Board input and approval.
2. **People focus.** We seek to treat people as we want to be treated.
3. **Needs driven.** We seek to grow to address a growing need for safe, affordable housing.
4. **Safety.** Safety for homeowners, staff and volunteers guides our decisions and actions.
5. **Capacity & Sustainability.** We develop people, processes, land and funding to enable ongoing pursuit of our mission.

### **About Fort Collins, Colorado**

Money Magazine named Fort Collins the best place in the country to live. The Old Town Historic District has fine bookstores, galleries and shops. Because Fort Collins is also home to Colorado State University, it has all the liveliness and bustle of a college town. Good restaurants, craft breweries, nightlife and culture abound. There's always something going on.

This northern Colorado city is an outdoor-oriented community, with the nearby national park, Lory State Park and Horsetooth Reservoir, where you can do everything from boating and swimming (in the summer months) to horseback riding, camping, fishing, mountain biking and rock climbing. And there are plenty of places for off-road driving, mountain biking, hiking and other outdoor activities. Golfers will find several challenging local courses, and anglers can fish for both stream and warm-water fish.

Learn More:

<http://www.visitftcollins.com/>

June 2026



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<http://downtownfortcollins.com/>

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