**Volunteer Position: Project Lead Instructors**

**Supervisor:** Site Supervisor & Program Manager

Building Beyond the Walls (BBTW) creates an experience through inclusive hands-on construction skills training that increases confidence and self-reliance. By focusing on projects that give back, we connect individuals more deeply in their communities.

We build community by:

* Bringing strangers together for a common purpose.
* Building a small structure to fulfill a community need.
* Asking class participants to pay forward fifty hours of community service in exchange for the free training.
* Partnering with community organizations to provide lunch on training days and share their mission and work.

Building Beyond the Walls seeks **Project Lead Instructor** volunteers to lead the Projects team and students to successful project completion. This role is critical to our mission because the Lead Instructor drives the construction classes.

Project sites will vary, but are primarily located throughout southeast King County and northeast Pierce County. Jobsites are usually outdoors under cover. Volunteers will be expected to wear attire appropriate to construction projects.

**This volunteer position is a great role for individuals who:**

* Seek to make a positive impact in their community.
* Desire to help others become self-reliant and overcome fears.
* Enjoy building community.
* Strive to practice, develop, or improve their instructional skills.
* Seek to improve facilitation and training skills.
* Want to get people involved in the construction industry.

**Responsibilities:**

The Project Lead Instructor works with the Site Supervisor, Construction Committee and Program Manager to drive the planning, execution, and wrap-up of the Project classes and Program. This includes:

* Adhering to the mission, vision and core values of the organization.
* Holding a planning meeting prior to project—to discuss materials and location.
* Developing and communicating daily plan and goals.
* Providing a list of supplies and material to the Site Supervisor and Program Manager prior to the class.
* Providing and keeping the project on schedule, working with the team to identify ways to get back on schedule.
* Leading the team of assistant instructors with respect and appreciation.
* Working to address and resolve any issues that come up with the project.
* Instructing and inspecting, both with the team and the class.
* Setting an example, demonstrating skills to the students, and then supervising the students as they practice.
* Following safety protocols.
* Working with the team to make sure everyone understands the task at hand
* Demonstrating clear, respectful communication with team, participants, and visitors.
* Producing a quality project.
* Tracking hours in coordination with the Volunteer Coordinator.

**Skills and Qualifications Needed:**

Individuals interested in the Project Lead Instructor volunteer position should possess the following skills and/or qualifications:

* General, all-around construction knowledge with a “craftsman” mindset.
* Customer-service oriented.
* Strong interpersonal skills.
* Safety conscious.
* Ability to demonstrate and practice OSHA safety protocols while recognizing hazards on a jobsite.
* Collaborative, team player.
* Strong verbal and written communication skills.
* Strong organization and planning skills.
* Follows through on responsibilities and clearly communicates with team ahead of time if there will be challenges meeting responsibilities.
* Patient and understanding attitude.
* Ability to pass a criminal history background check.

**Time Commitment:**

Project classes take place during daytime hours on the weekend and usually range from 6-10 Saturdays, depending on the project. Lead Instructors are expected to commit to leading each class ***plus*** a planning meeting prior to the first class and a wrap-up meeting after the last class. The schedule is flexible and based on availability of Building Beyond the Walls team and volunteer instructors.

**Training:**

All volunteers will attend an orientation and trainings that include:

* Best practices, policies, procedures and expectations.
* Info on Building Beyond the Walls’ mission, vision, and core values.
* Volunteers are encouraged to take first aid and mental health training through resources in their community (for example fire department and mental health agencies).

*All volunteers must undergo the Building Beyond the Walls volunteer application and onboarding process.*