

Materials Manager

Position Overview

The materials manager oversees worksites and materials, leads a team of volunteer site coaches, works closely with our local cosponsor, and supports the Red Shirt team with leadership, encouragement, and a servant's heart. The responsibilities of the materials manager include but are not limited to the following:

Materials Manager Responsibilities

- Attend summer staff training in Colorado (beginning late May)
- Initiate materials orders and ensure on-time delivery of materials and tools with the goal of 100% project completion
- Communicate effectively and promptly with local cosponsor about work progress, budget, and solutions for any issues that arise
- Train, oversee, and support the volunteer site coaches
- Work with site coaches and local project advisors to provide helpful construction advice on worksites and encourage crews as they work
- Invest in youth leaders and youth. Build and maintain positive relationships at each camp
- Work closely and effectively with the Red Shirt staff team by supporting and encouraging them to ensure an excellent camp experience for each participant
- Build positive relationships with the local staff and cosponsor, thanking them for partnering with us to serve the community
- Resolve camp issues swiftly and effectively with the guidance of the camp director
- This position includes the responsibility of tracking and reconciling purchases made on a company credit card on a weekly basis.
- As well as adhering to company budgeting guidelines.

Physical Requirements

- Able to lift objects up to 50 pounds
- Capable of working (walking, standing, sitting, etc.) for 10-14 hours per day
- Prepared to work busy camp days with an average of 5-6 hours of sleep per night