



Build Project Manager Impact Description

Who We Are

Green Hammer is a mission-driven, triple bottom line business, leading sustainable design-build firm in Portland, OR. Green Hammer utilizes a Unified Design-Build Process and a high-performance culture, to develop cutting-edge, high-performance and highly sustainable residential, commercial, and multi-family projects.

Green Hammer's team of architects and builders has designed and built nearly four-dozen eco-friendly residences that have received Passive House, LEED Platinum, Earth Advantage Platinum or Living Building Challenge™ (LBC) certifications. Green Hammer led the design-build and rigorous LBC certification process for the tasting room at Cowhorn Vineyard & Garden. Completed in 2016, it's the world's first winery to receive LBC Certification.

After becoming certified in April 2017, Green Hammer proudly joined a global community of Certified B Corporations that have one unifying goal – to redefine success in business. Every day, we try to find ways to improve our business operations so that we can become an even bigger force for change in our community and the world.

Green Hammer's success is strongly rooted in an exceptional team of experts and a forward-thinking company culture, focused on collaboration, team and individual success and results, that matter.

Who You Are

You have worked in the design or construction focused world and are excited to join one of the most forward-thinking design-build companies in Portland, Oregon - and the West Coast.

You are enticed by Green Hammer's mission. You share Green Hammer's values and you have a strong desire to bring them to life in every project, interaction and in the decision-making process with clients, team members, and project colleagues.

You see working as a team as the most effective way to tap into and utilize institutional knowledge and are comfortable guiding a team as well as contributing to team leadership by others.

You thrive in an organizational environment that promotes self-motivation and self-management with a high degree of accountability and interplay of roles. Your first reaction is calm. You inspire and set the path for positive results from the first moment something unexpected arises.

Most of all, you can see the big project picture, how projects and team members interplay. You recognize issues early and also see potential synergies, mentor Project teams, generally inspire through knowledge, integrity, trust and accountability coupled with fluency in a number of relevant software platforms, as well as Green Hammer's Unified Design Build Process. You also speak the Design, Build, Contractual, and Customer Service vernacular. You know traditional techniques and mingle them with contemporary methods. You thrive on exceeding your client's expectations of livability, health and comfort and delivering the project on time and budget. You pride yourself in exceptional customer service and helping your client through an important and sometimes stressful process.

Role Impact

Green Hammer is a fast-moving, innovative company, engaging a highly competent team to deliver projects of exceptional design and cutting-edge technology, on time and budget.

The Build Project Manager (BPM) is an integral part and key player throughout most the Unified Design-Build Process, as part of the project Design and delivery as well as any post-occupancy services and any warranty work, if required.

As such, customer experience and client satisfaction, and client communication are at the heart of the impact and the role that the Build Project Manager takes on.

The Build Project Manager shapes the success of a project from Design Development through warranty work, by taking over the leadership in scheduling and budgeting, and project team management. Project Delivery on time and budget, through a transparent and client-focused process is essential for a successful project.

Both Schedule and budget responsibility and owner relations are paramount to truly influence the client experience and the success of the project.

The Leadership Levels of the Build Project Manager are a combination of:

- Level 5: Act + Report Routinely

Areas of Responsibility

Areas of Responsibility under the purview of the Build Project Manager:

- Inform the Design process with timely updates on constructability, cost and timing implications in the decision-making process
- Lead the Buy-Out process for committed and predictable construction phases
- Manage Project Teams on multiple projects and complete them on target
- A complete and successful Project Close-Out is part of the responsibilities of the PM as well.

Requirements

Bachelor Degree in a Design or Construction related field and/or meaningful experience

Key Performance Indicators (KPIs)

KPIs are a quick and meaningful way to draw an overview of results and achievement. At Green Hammer, we utilize a number of qualitative and quantitative KPIs to ensure the whole picture is captured. Some of the more significant KPIs for the PM are listed below.

- Project level and annual revenue and contribution margin
- Client Satisfaction Survey results
- GH 360 review results
- Scoring and level of Third Party Certification of green building standard of completed projects
- Reviews by Supervisor

Learning + Development Opportunities

Green Hammer is “in it for the long haul,” which means Green Hammer is very deliberate in hiring and interested in a long-term relationship with every team member. Green Hammer is proud of its



team members, their expertise and achievements and understands to keep leading the industry, personal and professional development is essential.

You will report to the Director of Construction and a comprehensive Professional Development Plan will be developed in collaboration with your Supervisor.

Potential Career Path

This position is well suited for a transition into Leadership Level 6 and 7: Powerfully and Consistently Lead Others Internally and eventually Influence, Enroll, Engage, Align Internally and Externally

Compensation

- A generous benefit package including health and disability insurance, retirement contributions and Paid Time Off.
- The salary is based on years of experience and will be competitive with similar roles in the Portland market.

Leadership Levels

Level 9: Create Optimal Teams – Yielding Consistently Remarkable Results

Both Internally + Externally

Level 8: Strategize, Manage, Guide Change At Company, Team, Individual Levels

Level 7: Powerfully + Consistently Influence, Enroll, Engage, Align Internally +Externally

Level 6: Powerfully + Consistently Lead Others Internally

Level 5: Act & Report Routinely

Level 4: Act & Report Immediately

Level 3: Recommend, Then Act

Level 2: Ask What To Do

Level 1: Wait To Be Told



First Five Levels Source: Oncken, William, Managing Management Time: Who's Got The Monkey(PrenticeHall, 1984)

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