

LAKEVIEW MINISTRIES

CONSTRUCTION MANAGER JOB DESCRIPTION

Position Description

Lakeview Ministries is embarking on five+ years of major capital projects as part of the “Four Generations to Come” campaign. To support this initiative, we are seeking a skilled and experienced Construction Manager to serve as an in-house construction expert for the organization. This role will function under the direction of the Director of Capital Development, partnering closely with them to ensure that all construction projects are executed efficiently, safely, and in line with industry standards.

The Construction Manager will act as a contractor on behalf of Lakeview Ministries and will be expected to obtain the necessary contractor’s license to sign off on required county and state documents if they do not already possess that license. While the Director of Capital Development manages bidding, engineering coordination, permitting, and regulatory interaction, the Construction Manager will serve as the on-the-ground leader ensuring the successful day-to-day execution of all construction efforts.

Required Qualifications

1. A belief in Jesus Christ, and a belief that the ministry of Lakeview Ministries is an effective tool of the Holy Spirit to spread the wonderful news of forgiveness and salvation through Christ.
2. Experience working on a construction crew, including leadership and crew management responsibilities.
3. Strong working knowledge of construction methods, standards, codes, and best practices.
4. Demonstrated ability to work effectively with subcontractors, staff teams, and volunteers.
5. Commitment and willingness to obtain a contractor’s license (if not already licensed).
6. Strong organizational and communication skills.

Desired Qualifications

1. Member in good standing of the Lutheran Church—Missouri Synod.
2. Previous experience serving as a Construction Manager, Site Supervisor, or Foreman.
3. Experience managing multi-phase or multi-year construction projects.
4. Familiarity with nonprofit, camp ministry, or similar organizational environments.

To Whom Responsible

The Director of Capital Development in terms of training, work assignments, supervision, evaluation, and personnel practices.

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General Responsibilities

1. Serve as the primary on-site manager for all construction activities across Lakeview Ministries' campuses.
2. Oversee the execution of multiple concurrent capital projects.
3. Ensure all work meets construction best practices, industry standards, and applicable codes.
4. Work closely with the Director of Capital Development on project planning, timelines, and resource allocation.
5. Obtain and maintain a contractor's license for compliance with county and state requirements.
6. Interface with inspectors and regulatory officials to support compliance and permitting.
7. Lead a blended team of staff and volunteers supporting construction efforts.
8. Coordinate and manage subcontractors with professionalism and clear expectations.
9. Possess an attitude and actions which continually reflect that Christ lives within you and that you view your position as an opportunity to be in His service.

Specific Responsibilities

Project Execution & Oversight

- Provide day-to-day on-site management for construction projects.
- Monitor progress, quality of work, and safety practices.
- Maintain timelines and ensure projects stay within defined scope.

Construction Expertise

- Offer practical construction knowledge and problem-solving insights.
- Evaluate project needs from an on-the-ground perspective.
- Identify and address potential issues early to avoid delays.
- Advise on construction techniques, materials, and feasibility.

Team Leadership

- Provide direction, mentorship, and training to staff and volunteers.
- Foster a safe, productive, and mission-focused work environment.
- Maintain strong interpersonal relationships with team members of varying skill levels.

Coordination & Compliance

- Manage interaction with inspectors, county and state officials.
- Support permitting and compliance processes.
- Sign off on required elements through the contractor's license once obtained.

Other Responsibilities

- Sustain staff and volunteer morale, fellowship, spiritual well-being, and team unity.
- Evaluate current operations and make recommendations as they arise.

As a team member, assist other staff in any task that will enhance the outdoor ministry of Lakeview Ministries.