



201 N. Braddock Avenue • Pittsburgh, PA 15208
Phone: 412 727 6936 • E-Mail: info@landforcepgh.org

Director of Wood Reuse

Reports to: Executive Director

Position Status: Full-Time, Non-Exempt, Permanent

Location: In-person at our office at 201 N. Braddock Ave, #230 Pittsburgh, PA 15208

Salary: \$70,000

BENEFITS

- Medical Insurance (Currently paid 100% by Landforce)
- Dental Insurance (Currently paid 100% by Landforce)
- Vision Insurance (Currently paid 100% by Landforce)
- 19 days paid time off (with increases at 2 & 5 years)
- 12 paid company holidays plus the office is closed for a paid Winter Holiday between Christmas Eve and New Year's Day
- Quarterly self care days off
- Retirement plan with 3% match plus incentive up to 4.5%
- Clothing stipend
- Self-care stipend
- Parental Leave

ABOUT THIS POSITION

[Landforce](#) is looking to fill the newly created role of Director of Wood Reuse. This is a once-in-a-lifetime opportunity to build an urban woody biomass campus in conjunction with our workforce development program. Because of our dual people and planet mission, the person in this position will have the unique opportunity to use their wood reuse skills and knowledge both for environmental benefit and to support people using this training opportunity to create a better future for themselves and their families. Ideal candidates will be deeply familiar with the safe operations of lumber production, curious about how to successfully recreate production systems within an urban environment, and have a deep sensitivity to the structural inequalities and traumatic experiences that have often impacted our crew members' lives.

The campus will ultimately include, at a minimum, a saw mill, wood drying center, and biochar production, and will be integrated into existing Landforce programming. You will be responsible for working closely with the Landforce Executive Director, our technical advisors and advisory board, and other senior staff to execute our business plan in a phased approach. Once the campus is up and running, you will be primarily responsible for directing the Wood Reuse Program, supervising staff, and ensuring that the program meets its desired goals.



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ABOUT LANDFORCE

Landforce, an employment social enterprise, combines workforce development and environmental stewardship to restore and maintain land and green space while helping individuals get back to work. By providing professionally skilled crews who can assist in environmental management we are able to construct, maintain and rehabilitate trails, vacant lots, green stormwater infrastructure, and natural habitats. At the same time, we support our Crew Members' passion to become strong employees for Landforce and future employers through training, career coaching, and other supports. This meaningful transitional employment builds skills and confidence for individuals that have historically been excluded from the workforce. Our Urban Wood Reuse Program will play the same role for our crew members while also contributing to our region's sustainability.

Over the last eight years we have hired 147 people and contributed 65,156 hours of environmental stewardship to our region. Our crew members have participated in 23,533 hours of training and 2,334 hours of case management. In a typical year, 83% of crew members complete their training with us, 71% of those who successfully enter the work phase complete their tenure with us, and 73% of our finishers go on to other employment within 2 weeks of completing our season. In 2023, 93% of our finishers showed an increase in job readiness during their tenure with us. In our most recent data (2020), 100% of respondents are still working 12 months after leaving Landforce. The average wage for our most recent cohort is \$19.42/hour.

We understand that creating a just and equitable world begins with intentionally establishing an organizational culture that respects people in our fullest diversity. We believe that everyone brings pre-existing skills and experience to the table, that we all can learn from each other, and that if we fully embody these beliefs, we can lead the way to creating a brighter tomorrow for people and the planet.

POSITION DESCRIPTION

OBJECTIVE:

The person in this position will be primarily responsible for establishing and running Landforce's urban woody biomass campus, including saw mill, drying center, biochar production, etc. Initially the position will be focused upon working closely with the Executive Director to purchase equipment, identify and establish a wood reuse site, build relationships with arborists, municipalities, and lumber market partners, establish safe operational procedures, and create a wood reuse curriculum for workforce development participants. The Director of Wood Reuse (DWR) will also work collaboratively with a consultant team of technical assistants and other senior Landforce staff. Ultimately the DWR will assume responsibility for directing the program, running a self-sustaining business, hiring and supervising the Yard Operations Manager, and incorporating our workforce development participants into wood reuse operations. We are interested in hiring someone who has considerable experience with wood reuse and who also has a sensitivity towards the crew members we hire and the skills and experiences they bring with them.



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RESPONSIBILITIES

The essential functions of the job include but are not limited to the following:

Establishing the Urban Woody Biomass Campus

1. Assist the Executive Director in identifying and gaining site control over an appropriate saw mill location.
2. Work with consultants to create a site plan for the build-out of the campus (i.e. sort yard, milling, drying center, biochar production area) and establish an operations plan, including an equipment procurement and facility staffing roadmap, as needed, purchasing all necessary equipment including saw mill, kiln, skidsteer, shed, etc.
3. Assist the Executive Director, Director of Strategic Partnerships, and consultants in raising any outstanding funding needed to purchase remaining equipment, secure & develop site, and hire knowledgeable staff.
4. Along with our Director of Strategic Partnerships & Executive Director, build relationships with arborist companies, local municipalities, utility companies, etc. to create a flow of trees into the saw mill.
5. Along with our consultants build a network of potential wood buyers at various grades.
6. Along with our consultant team, establish appropriate metrics to measure our business success and environmental impact.
7. Be a consistent role model for the development of professional level Landforce crews and leaders, stressing safety, high standards of behavior, quality results, and enthusiasm for the work, our partners, and the neighborhoods in which our crews live and work.
8. Work with the Executive Director, Director of Strategic Partnerships & Communications Manager to create a communications identity and plan, including website, logo, and all social media accounts.
9. Ultimately, alongside the Executive Director, hire and supervise Yard Operations Manager who will oversee day to day operations of the saw mill.
10. Ensure that Landforce crews, Site Supervisors, and Program Managers have the necessary professional level skills to successfully and safely fulfill contracts by creating a curriculum and ensuring it is taught at a high standard.

Directing the functioning program (post-establishment)

1. Maintain and build relationships with suppliers and buyers.
2. Ensure all staff, including Crew Members, know and practice safe tool use, prioritize safe worksites, and establish safe processes by developing policy, teaching appropriate skills (or ensuring they are taught), and ensuring policies are compliant with MUW, OSHA, and other standards and regulations that are practiced universally.
3. Provide daily support to managers in ensuring quality and budget performance, monitoring budget and operating metrics, and working with the wood reuse team to diagnose and improve processes, procedures, and performance as necessary.



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4. Execute the strategic program & capital budget, ensuring effective use of the budget through asset allocation and participating in Profit & Loss meetings to ensure effective deployment of funds.
5. Supervise the Yard Operations Manager and support their role in developing optimal equipment utilization, equipment maintenance, and labor and material costs as well as mentoring, supervising, and evaluating Crew Members.
6. Work closely with the Workforce Development team to ensure the wood reuse business engages in healing-centered practices and does not retraumatize our participants.
7. Assist Director of Workforce Development and Director of Strategic Partnerships to build employer partnerships for our participants to transition to when leaving Landforce.
8. Ensure thorough root cause investigations of all injuries and incidents, following-up with consistent discipline and re-training.
9. Manage all wood reuse invoices and payments in cooperation with our Director of Operations.
10. Help Executive Director build, create, fund, and monitor annual budget, including grant writing and reporting on wood reuse needs.
11. Participate in regularly scheduled crew, staff, and Director-level meetings.
12. Supervise the completion of all necessary Landforce paperwork and documents.
13. Adhere to organization policy, procedures and the professional code of ethics.
14. Perform other assigned duties as required for the success of the organization.

EQUAL OPPORTUNITY EMPLOYER

Landforce is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability, sex, gender identity, marital status, veteran status, sexual orientation, genetic information, arrest record, or any other characteristic protected by applicable federal, state or local laws.

QUALIFICATIONS:

A minimum of 5 to 7 years working in the wood reuse / saw mill industry, with experience in leadership positions, business management, and partnership development. Must be open to working with people from a diversity of backgrounds, including people returning from incarceration, with substance use disorders, or who have mental health diagnoses. Understanding of lumber grades desired.

SPECIAL REQUIREMENTS:

While performing the duties of this job, the employee is regularly required to walk on uneven, rough and steep terrain as well as paved and unpaved trails, use hands and arms to handle and manipulate objects, tools, or control, and operate foot controls on equipment. The employee is frequently required to stand and occasionally sit, climb, balance, stoop, kneel, crouch, and crawl. This position requires an ability to navigate stairs. The employee must be able to carry items weighing up to 50 pounds. The employee may frequently be exposed to a variety of environmental conditions including extreme cold, extreme heat, and humidity, as well as wet and slippery conditions. While



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outside, the employee may be exposed to direct sunlight, dust, pollen, and equipment exhaust fumes. Daily duties may require the employee to hike for 1-3 miles on average and occasionally utilize climbing equipment to access work sites.

The employee may travel to locations in the service area as well as other locations in and out of the City of Pittsburgh. The individual will also have close contact with a computer screen. Weekend and evening hours may be required to attend board meetings, community forums, special events, and to meet specific deadlines.

TO APPLY

All interested persons can apply by sending a cover letter and resume to Ilyssa Manspeizer, Ph.D., Executive Director, at hire@landforcepgh.org. Please write "Director of Wood Reuse" in the email subject line. This position will remain open until filled.