

ABOUT NEW SCHOOLS FOR BATON ROUGE

Founded in 2012, New Schools for Baton Rouge (NSBR) is a community partnership bringing together talent and resources to deliver excellent schools to students and families in Baton Rouge. We invest in programs and initiatives that support the success of schools to expand and sustain excellence city-wide.

THE NEW SCHOOLS FOR BATON ROUGE TEAM

NSBR is an entrepreneurial organization of accomplished individuals who are both deeply rooted in their belief in educational equity and highly motivated to provide excellent schools for every child in Baton Rouge. NSBR provides critical thought leadership to the educational landscape, but it is best described as an “action-tank” – dedicating its resources to the implementation of ideas that lead to demonstrable results in favor of kids. Understanding that this work is urgent and complex, team members are quick to identify opportunities that will further NSBR’s mission and exercise flexibility in reorienting their work.

ROLE & RESPONSIBILITIES

An extension of NSBR, NSBR Facilities (NSBR-F) was launched in 2016 in order to expand high-performing charter schools citywide. NSBR-F delivers comprehensive building solutions by partnering with lenders and construction partners, and providing financial, technical, design development, and real estate assistance to charter schools in need of a facility. To date, NSBR-F has supported or directly managed the ground-up construction of five schools and two modular campus installations (\$65m). With 5+ upcoming facility projects, NSBR-F seeks to expand its team to ensure quality technical assistance and deep construction administration support is provided to all of NSBR’s portfolio schools. Reporting to the Executive Director of NSBR-F, as Project Manager you will provide construction administration support to fuel school growth across Baton Rouge. You will:

- Conduct bi-weekly site visits and field reports at projects under construction
- Conduct site assessments for schools seeking temporary, incubation, or district-owned facilities solutions
- Conduct weekly construction progress meetings as the owner/client representative
- Coordinate across stakeholders including school-level personnel, architects, consultants, contractors, and engineers
- Manage construction schedules, FF&E procurement and installation, punch list, close-out, warranty, and work orders
- Diagnose and solve construction and schedule related problems/delays proactively
- Evaluate and track change orders, invoices, and pay apps
- Communicate professionally with client regarding project delivery
- Solicit bids and administer contracts

QUALIFICATIONS & EXPERIENCE

- Belief in NSBR’s mission that every child deserves access to a great education in Baton Rouge
- Bachelor’s Degree required (degree in construction management, business or engineering preferred)
- 2+ years in commercial construction, real estate development, facility management, or a related field (required)
- Prior experience in construction project management or commercial construction
- Working knowledge in project mapping, estimating, and local and state regulatory processes (preferred)
- Strong interpersonal skills
- Ability to work independently, navigate various stakeholder concerns, and achieve results by working through others
- Advanced proficiency in Microsoft Excel (required)
- Experience in K-12 education (preferred)

WORK DEMANDS

- Must be located in Baton Rouge with ability to travel locally to various school sites

COMPENSATION

This posting is for a full-time, salaried position; however, if needed, an option for initial contract/ part-time work (~15 hours a week) with the ability to become full-time is also available. Compensation is competitive and commensurate with experience and qualifications.

CONTACT

Please send resumes to Sarah Turner at Sturner@newschoolsbr.org.