



Residential Assistance Technician – Lead Risk Assessor

Old Brooklyn is Cleveland’s accessible, family-friendly neighborhood where business and people come to grow. It is home to regional assets such as the Cleveland Metroparks Zoo, hundreds of small businesses, and over 30,000 people. Old Brooklyn Community Development Corporation (OBCDC) is dedicated to growing Old Brooklyn through empowered partnerships, leadership, programming, and advocacy. At OBCDC, our work is shaped by our commitment to our Community Health and Diversity, Equity, and Inclusion strategy. Old Brooklyn Community Development Corporation is seeking a driven Cleveland neighborhood advocate, to assist in the implementation of plans, programs, and services, achieving economic opportunity through targeted place-based developments in Old Brooklyn. The Residential Assistance Technician reports to the Director of Neighborhood Development.

This role is part of a strategic partnership between OBCDC, Cleveland Neighborhood Progress (CNP), and Lead Safe Cleveland Coalition. The overall goal is to improve quality of life for neighborhood homeowners through performing lead clearance, assessment, & remediation services. Additionally, this position will play a role in OBCDC’s larger Residential Assistance Program framework by assisting with its annual home repair projects. This position will require hired candidates to have a valid and active Lead Risk Assessor License to accomplish the following duties.

Main Duties

Lead Clearance, Assessment, & Remediation

- Perform initial lead risk assessments in homes and rental properties in Old Brooklyn including visual assessment, dust, and soil sampling
- Conduct inspections, lead clearance testing, and lead risk assessments in owner-occupied and rental housing units in Old Brooklyn
- Identify external and internal lead safety issues and create a scope of work for lead remediation
- Support and guide property owners through the application process for resources to address any found lead hazards through the centralized Lead Safe Cleveland portal and other sources as possible or available
- Engaging in community outreach, marketing, and communication of programs and services related to lead safety
- Collecting, inputting, and tracking field data, adhering to the LSCC reporting requirements.
- Actively working with the Old Brooklyn CDC team, CNP, and other LRAs to assist property owners with program applications and access to other LSCC resources.
- Staying current with certifications and knowledge concerning lead, lead hazards, and strategies for lead remediation.

Residential Home Inspections & Project Management

- Work within the established Residential Assistance Program workflows, protocols, and collaborate with the Housing Manager to project manage and provide general assistance with home repair projects
- Help to identify external and internal safety issues and create a scope of work for home repair projects that align with OBCDC’s Residential Assistance Program.
- Establish knowledge of the main residential areas, building relationships with homeowners, property owners, and stakeholders.
- Develop relationships with local contractors and project teams to expand contractor pools.



Collaborative Team Efforts

- Collaborate with the Neighborhood Development team in the creation of short, mid, and long term economic and neighborhood development plans; gathering information, preparing studies, reports, and recommendations to achieve such goals
- Understand the OBCDC's Strategic Plan and Mission, actively gathering and tracking data relating to the impact of work on the health of those affected
- Coordinate special projects with institutional partners; where appropriate, gathering grant related data and preparing reports
- Attend OBCDC staff and team meetings, community engagement opportunities, and city-wide community development groups
- Assist with fundraising efforts, present reports, and material to OBCDC Board as needed, undertake other duties as assigned by supervisor

Required Qualifications

- Active and valid Lead Risk Assessor License OR be Lead Clearance Technician eligible for the mandatory Lead Risk Assessor license based on the following Education Requirements
 - Education Requirements: High school diploma/GED and 3 years lead experience; or Associate degree and 2 years lead experience; or Bachelor's degree and 1 year lead experience.
- Renovation, Repair & Painting (RRP) Certification & Clearance Technician Certification/License
- Experience in building or remodeling, contracting, building construction estimating, building inspection, or building/real estate property management.
- A strong commitment to community development and the Old Brooklyn neighborhood.
- Strong communication, interpersonal, and organization skills are essential, as well as the capacity to learn, ability to prioritize, and multi-task.
- Comfort with data collection, software, and technology (such as personal computers, handheld devices, and Microsoft Office Suites).
- Ability to work independently and as part of a cohort/collaborative team.
- A valid State of Ohio Driver's License and reliable transportation.
- Some weekend and evening work will be required.

Preferred Qualifications

- One year of experience in community building, engagement, or serving clients in a social service environment.
- Experience with Salesforce and construction management software
- Proficiency in Spanish; ability to read, write, and speak Spanish

Apply

Interested applicants must provide a cover letter and resume to careers@oldbrooklyn.com. Applications will be reviewed on a rolling basis. Please include "Residential Assistance Technician - Lead" in the subject line. Salary is \$47,500 - \$57,500 annually and includes health benefits, retirement plan, generous paid time off (PTO) and flexible work schedule.



Additional Information

Training and Support

We are committed to providing professional development opportunities to the hired candidate that will help them accomplish certain goals. Trainings will include, but are not limited to (if needed):

- Lead Identification and Remediation Training (if needed)
 - Single-day RRP training
 - Identification of lead hazards
 - Implementation of interim controls
 - Training on Lead 101 presentation to present to residents on implementation of interim controls.
- Lead Risk Assessor/Lead Inspector License – seven-day training
 - Lead Inspector – three-day class, which concentrates on the use of X-Ray Fluorescence device, allowing performance of lead paint inspections and post hazard control clearances.
 - Risk Assessor – two-day class, learning risk assessments, developing standard written inspection protocols, and interpreting the results of lead inspections and making recommendations on hazard control options.
- Community Engagement Training working alongside LSCC marketing team, peers, and other participating CDCs to develop engaging and effective social media and outreach campaigns needed to implement an effective outreach strategy.
- Data collection, management, and reporting in Salesforce and construction management software
- Additionally: LRA will meet routinely with the Lead Safe Workforce Manager and as a cohort for peer-to-peer learning, mentorship, and assistance.

Physical Demands

Ability to use a computer and keyboard. May require reaching, standing, walking, grasping, and feeling, and the ability to lift or move objects up to 40 pounds. May require vocal communication for expressing or exchanging ideas, hearing to perceive information at normal spoken word levels, visual acuity for color perception, preparing and analyzing written or computer data, determining the accuracy and thoroughness of work, and observing general surroundings and activities.

Working Conditions

This position requires working in various homes, and the condition of each home may vary. The ability to adapt to different environments and customer preferences is essential. Personal protective equipment will be provided as necessary to ensure safety on the job. Availability for extended hours during peak periods and attendance at evening and weekend meetings. Exposure to inside and outside environmental conditions.