

## Wood and Commodity Products Manager

---

Second Chance, Inc., a nonprofit social enterprise, is seeking a highly energetic and disciplined individual to provide critical sales and operational expertise, coordination and strategic planning for our growing inventory of wood products, doors and windows in our retail showroom. This person will manage all aspects of product identification, evaluation, pricing and merchandising of lumber, flooring, other wood products, doors and windows. This person also will manage the activities of employees dedicated to processing this material. If you are interested in joining a business with a heart, we'd like to talk with you.

### **Job Description:**

The Wood and Commodity Products Manager is ultimately responsible for smooth functioning and shoppable presentation of our wood products, doors and windows. You are responsible for leading, developing, and motivating the staff in performing activities that turn reclaimed wood product, doors and windows into sellable inventory – such as de-nailing, cutting, packaging, replenishing, stacking safely, and transporting our commodity product.

As a member of the retail management team, you are cultivating an environment that focuses on continuous improvement, safety, workplace respect and employee skill development. You are responsible for completing production plans on schedule and assigning personnel to accomplish work results in a timely manner.

Although most of this role involves coordination and delegation, sometimes it is a hands-on physical position. Your expertise in the use of woodworking tools and equipment – power and manual – is essential to your success in this role. You will work alongside the employees you are leading/training approximately 20% of the time. The work environment involves walking on a concrete floor for a good portion of your shift, lifting up to 70 pounds on occasion as well as crouching, bending and kneeling.

### **Responsibilities include but are not limited to the following:**

- Developing new markets, sales channels and other distribution channels for our growing inventory of commodities, especially to identify opportunities to maximize the yield on specialty items and exotic wood species
- Working closely with Retail Management and Deconstruction Management teams to maintain keen awareness of incoming inventory for product placement planning throughout warehouse
- Managing the day-to-day activities of the warehouse crewmembers responsible for processing, pricing and merchandising of commodities, contributing to continual productivity improvement, and providing a safe environment for customers and employees
- Training staff in safe and proper use of equipment and handling of inventory to ensure preservation of our employees' health and preservation of product value throughout the custody chain
- With the Retail Operations Manager, establishing and maintaining crew scheduling to ensure adequate coverage of existing work. Providing direct performance feedback, positive morale and behavior to model, and appropriate encouragement to the warehouse crew
- Being a positive representative of the organization, contributing to its overall health, employee morale and public image

**The ideal candidate has:**

- Proven ability to identify wood species and to determine the best markets for specific wood products
- Proven ability to identify and exploit new sales channels for specialty wood products, doors and windows
- 3+ years' experience in leading project-oriented staff
- A Bachelor's degree in a related field or equivalent experience; minimum 3 years' experience in building materials supply
- Strong written and verbal communication skills
- Ability to demonstrate leadership, handle conflict and make informed independent decisions
- Strong organizational skills, able to effectively manage multiple projects and priorities
- Computer literacy, along with strong Microsoft Excel and Word skills.
- Ability to think creatively, work under deadlines, and work in a team-oriented environment.
- Ability to operate a forklift and lift up to 70 pounds

Please learn about us and follow the instructions on HOW TO APPLY for this full-time position at:  
<http://www.secondchanceinc.org/employment-opportunities>.

No phone calls, please. Second Chance is an Equal Opportunity Employer.