



REVEALING HOPE
RESTORING LIFE

Role Title & Details

Role Title: Construction Coordinator

Team / Capacity: DART Field Team

Reports To: Team Leader

Location: Field-Based

Employment Type: Mission Assignment

Date Prepared: 25/04/2026

Role Identity Statement

This role exists to coordinate and oversee construction, repair, and renovation activities undertaken during DART missions. The Construction Coordinator ensures that projects are planned, managed, and completed safely and effectively while coordinating workers, volunteers, materials, and local stakeholders from project commencement through to final handover.

Purpose of the Role

To ensure construction and facility-related activities are delivered safely, efficiently, and practically within disaster response environments, supporting recovery efforts and sustainable outcomes for affected communities.

Primary Contributions

- Well-planned and effectively supervised construction work
 - Strong coordination of workers, volunteers, and resources
 - Safe and practical delivery of construction and repair activities
 - Effective liaison with local authorities and stakeholders
 - Quality workmanship and responsible project oversight
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Key Responsibilities

1. Construction Planning & Delivery

- Coordinate construction and renovation projects from planning through to project completion and handover
- Manage procurement of construction materials, tools, and equipment

- Coordinate the employment and supervision of workers and contractors where required
 - Organise and support volunteers involved in construction activities
 - Assist in developing practical project plans and timelines suited to the field environment
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2. Site Leadership & Quality Oversight

- Work hands-on in construction activities where needed
 - Provide leadership, technical guidance, and practical support to construction teams
 - Inspect and monitor construction work to ensure quality and progress
 - Support and care for workers and volunteers throughout project delivery
 - Encourage teamwork, safety, and responsible work practices on site
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3. Field Liaison & Safety

- Act as the primary contact person with local authorities regarding construction-related matters
 - Identify, recruit, and instruct volunteers as needed for construction activities
 - Ensure materials and tools are sourced appropriately and used responsibly
 - Promote and maintain safe working conditions for workers and volunteers
 - Monitor and implement site safety procedures and risk mitigation measures
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4. Operational Support & Coordination

- Support and advise the Team Leader regarding construction activities and operational needs
 - Coordinate with logistics and procurement functions to ensure timely supply of materials
 - Adapt construction plans and workflows based on local conditions and available resources
 - Maintain organised records relating to project progress, materials, and workforce coordination
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Leadership Framework Expression

Heart of the Leader: CHARACTER (Heart)

Actively growing in your love for God by:

- Serving others through practical and hands-on leadership
- Demonstrating integrity, diligence, and responsibility in all work
- Remaining dependable and adaptable in challenging environments

Expressing God's love for others by:

- a) Caring for workers, volunteers, and local communities
- b) Leading with humility, patience, and servant-heartedness
- c) Respecting local cultures and working collaboratively with community members

Coach – Encourages and guides workers and volunteers to work effectively and safely

Direction Setter – Provides structure, planning, and oversight for construction activities

Change Agent – Adapts construction plans to changing field realities and operational challenges

Spokesperson – Represents the organisation professionally with local authorities, suppliers, and partners

Measures of Fruitfulness

- Safe and effective completion of construction and repair activities
 - Strong coordination of volunteers, workers, and resources
 - Quality workmanship and responsible project delivery
 - Positive relationships with local authorities and communities
 - Safe work environments and effective risk management
 - Timely completion of projects and organised operational reporting
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Requirements for the Role

Schooling / Knowledge / Experience

- Strong communication and organisational skills
 - Construction, engineering, or trade-related background
 - Experience supervising construction activities or teams is beneficial
 - Practical problem-solving ability in field environments
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Supplied by GAIN

- Knowledge of the work of GAIN/Power To Change Australia
 - DART training
 - Field trip experience
 - Internship opportunities
 - Ongoing refresher training
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Other Requirements

- English language ability (spoken and written); additional languages are beneficial
- Ability to work under pressure and in difficult environments
- Good physical health
- Psychological stability and resilience
- Flexibility and short-term availability

- Strong teamwork capacity
 - Willingness to fulfil duties faithfully and professionally
 - Readiness to deploy to disaster areas for at least 3 weeks; ideally 4 weeks to 3 months
 - Stable and supportive personal environment
 - Intercultural competence and adaptability
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Nature of the Appointment

- Field-based disaster response assignment
 - Requires deployment to disaster-affected regions
 - Physically demanding role involving construction and field coordination activities
 - Requires flexibility, resilience, leadership, and practical problem-solving in dynamic environments
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Review Rhythm

Performance will be reviewed following deployments, including debriefing with the Team Leader and Lead Agency to support accountability, learning, and continuous improvement.