

JOB POSTING:

Workforce & Supplier Diversity Compliance Manager



Powers & Sons Construction is a founding member of the **Lakeside Alliance, builder of the Obama Presidential Center.**

The construction of the Obama Presidential Center is well underway with an anticipated completion date in 2025.

The \$500 million Center, designed by architects Todd Williams and Billie Tsien, will be located in Jackson Park on the city's South Side. The Center will consist of a museum, forum, public library, plaza, an imaginative new playground for children to explore, and scenic paths for early morning jogs or afternoon strolls.

The Obama Foundation has committed 50 percent of the work will be done by businesses owned by minorities, women, veterans, people with disabilities or people who identify as LGBTQ+. The Foundation also committed to 50 percent of the Center's on-site construction work will be performed by Chicago residents, with a focus on South and West side residents.

As the Construction Manager for the Obama Presidential Center, Lakeside Alliance is committed to execute a new paradigm in the construction industry where community and capability are merged.

Through our strategic partnership with the Obama Foundation, Lakeside Alliance will intentionally leverage the construction of the Obama Presidential Center to create jobs, drive economic opportunity in Chicago, and enrich the South Side community. Serving as an intentional, engaged, and trusted partner, we are fully invested in making a lasting impact on Chicago's communities.

We are intentional about expanding successful career opportunities in the union trades for historically underrepresented populations and achieving significant diverse workforce participation by ensuring individuals have equal access to information, training, apprenticeships, job opportunities, and removing the barriers that prevent individuals from reaching their full potential.

We are committed to achieving significant diverse business participation by intentionally ensuring an inclusive and transparent procurement process, equal access to significant contract opportunities, removing historical barriers, and providing support and resources to ensure their success.

Our team at Lakeside Alliance is searching for an experienced **Workforce and Supplier Diversity Compliance Manager.**

ESSENTIAL DUTIES & RESPONSIBILITIES

- Interact with team and trade partners to meet M/WBE project/program compliance requirements.
- Responsible for monitoring M/WBE project goals from pre-award to completion.
- Monitoring monthly payments to M/WBEs.
- Monthly reporting of M/WBE participation.

- Monthly reporting of progress towards workforce residency goals.
- Prepare various requested compliance reports.
- Monitor submission of Certified Payroll via LCP Tracker System.
- Verification of Certified Payroll against Weekly Canvas reports from Trade Partners, including tracking resolution of discrepancies.
- Review project files upon completion for accuracy and compliance with M/WBE requirements.
- Assist in creating close-out reports.
- Assist in planning and conducting workforce and business outreach meetings.

AREAS OF ACCOUNTABILITY

General areas of functional responsibility:

- Maintenance of M/WBE and EEO/Workforce reporting.
- Reporting of Project activities (workforce and diversity) on a weekly, monthly and quarterly basis.

SKILLS

Successful performance in this position requires intermediate to advanced skills in the use of:

- B2Gnow
- LCP Tracker
- Bluebeam
- SharePoint
- MS Outlook & Teams
- MS Office 365: Word / PowerPoint / Excel

GENERAL UNDERSTANDING OF:

- Other standardized M/WBE reporting tools (not listed above)
- Workforce/trades Wages
- City of Chicago MWBE and Residency Requirements

WORKPLACE ACUMEN

- Self-Motivated
- Ability to work independently
- Proactive Thinker
- Detail-Orientated
- Ability to Multi-Task
- Solid Conflict Resolution Skills
- Ability to interact with Community Stakeholders