

**Slavic Village Development**  
**5620 Broadway Avenue**  
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**slavicvillage.org**

## **Lead Clearance Technician**

### **Background:**

The Lead Safe Cleveland Coalition (LSCC) was created in 2019 to address the public health crisis of lead poisoning. The cornerstone of the LSCC's work is supporting the City of Cleveland's Lead Safe Certification law which requires residential rental properties built before 1978 to be proactively certified as lead safe. To support the Lead Safe Certification and broader lead poisoning prevention effort, the Coalition created and capitalized the Lead Safe Home Fund. The Lead Safe Home Fund is a first-of-its-kind, public-private solution to make homes lead safe. Its primary function is to provide financial assistance to property owners to perform lead mitigation work on properties located in Cleveland, Ohio.

In 2023, Cleveland Neighborhood Progress (CNP) was contracted as one of LSCC's multiple grants administrators. In this role, CNP administers grants to property owners in specific Cleveland neighborhoods to support repair work aimed at making properties lead safe. Additionally, CNP is expanding the LSCC's current workforce development program by training additional people in lead clearance. These trained individuals are then managed as in-house lead safe workers at CDCs throughout Cleveland, offering their services to property owners within their respective neighborhoods.

**Slavic Village Development** serves the Broadway Slavic Village neighborhood. We are a forward-looking, service-driven organization which honors our neighborhood's resiliency, diverse cultural heritage, and inclusiveness. We are committed to building a community defined by its high quality of life, unique identity, and healthy and active living. As part of its ongoing commitment to this mission, **Slavic Village Development** is proud to partner with CNP to employ a Lead Clearance Technician at **Slavic Village Development** and support making properties in **Slavic Village** lead safe.

### **Position Description:**

The Lead Clearance Technician (LCT) will conduct inspections and clearance tests in homes and rental properties across [service area] to ensure thorough removal of lead hazards. This role requires comprehensive knowledge and experience in lead remediation procedures, safety protocols, and testing methodologies to certify properties as lead safe. Collaborating with property owners, contractors, CNP, and other stakeholders, the LCT will ensure that mitigation work is completed properly and comprehensively.

Beyond these duties, the LCT will establish rapport and trust with residents and rental property owners regarding lead safety. The position will also facilitate access to resources, education, and training provided by the LSCC, further empowering the community with knowledge and support in lead hazard prevention and management.

The ideal candidate should be passionate about Cleveland, its neighborhoods, and its diverse residents, and has a servant leadership mentality – placing the growth and well-being of people and the communities to which they belong first and foremost. The candidate should be a problem-solver, good listener, and patient. This person should also enjoy developing relationships, working with diverse groups of people, and helping residents work through challenges they are facing.

The Lead Clearance Technician is housed at the **Slavic Village Development** office and is part of a cohort of technicians deployed across the City of Cleveland. The LCT reports to **Chelsea Kimbrough**, as well as the Lead Safe Workforce Coordinator at CNP. Additionally, this role closely collaborates with 8 other LCTs working in other CDCs across the City of Cleveland.

### **Position Responsibilities:**

The Lead Clearance Technician will be responsible for the following:

- Performing lead clearance exams in homes and rental properties in [service area] and other designated areas as needed, including collecting lead dust wipe samples for final lead clearance.
- Staying current with certifications and knowledge concerning lead, lead hazards, and strategies for lead remediation.
- Identify external and internal lead safety issues and create a scope of work for lead remediation.
- Actively working with the **SUPERVISOR AT Slavic Village Development, Slavic Village Development's** team, CNP's Lead Safe team and other LCTs to assist property owners with program applications and access to other LSCC resources.
- Engaging in community outreach, establish trust, and assist residents in connecting with resources from the City of Cleveland, local nonprofits, and organizations to address lead and quality of life issues.
- Supporting the application process.
  - Accept direct applications from centralized Lead Safe Cleveland application portal.
  - Assist property owners with application.
  - Document applicant communication, follow up, and make referrals as needed.
- Collecting, inputting, and tracking field data.
  - Adhere to the LSCC reporting requirements.
  - Tracking contractor work progress and completion of work.

### **Minimum Qualifications:**

- High school diploma/GED and 3 years lead experience; or Associate's degree and 2 years lead experience; or Bachelor's degree and 1 year lead experience.
- Renovation, Repair & Painting (RRP) Certification & Clearance Technician Certification/License
- Comfort with data collection, software, and technology (such as personal computers, handheld devices, and Microsoft Office Suites) preferred.
- Ability to work independently and as part of a cohort/collaborative team.
- A valid State of Ohio Driver's License is required.
- Reliable transportation to conduct work is required.

### **Preferred Qualifications:**

- Lead Risk Assessor (Training will be provided if minimum requirements are met).
- One year of experience in community building, engagement, or serving clients in a social service environment.
- Experience in building or remodeling, contracting, building construction estimating, building inspection, or building/real estate management.
- Proficiency in Spanish; ability to read, write, and speak Spanish.

### **Training and Support for Lead Clearance Technician:**

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 Clearance Technician License Training (if needed)
  - Two-day clearance report creation and lead dust wipe collection training
- 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: LCT will meet routinely with the Lead Safe Workforce Coordinator 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.

**Apply:**

Interested applicants must send a cover letter and resume to [chelseak@slavicvillage.org](mailto:chelseak@slavicvillage.org) Applications will be reviewed on a rolling basis. The position offers a competitive salary of \$42,000 – \$47,500 and includes health benefits, paid time off (PTO), a retirement package, and a flexible work schedule.

This position description is not intended to be a complete list of all responsibilities, duties or skills required for the job and is subject to review and change at any time, with or without notice, in accordance with the needs of **Slavic Village Development**. Since no position description can detail all the duties and responsibilities that may be required from time to time in the performance of a job, duties and responsibilities that may be inherent in a job, reasonably required for its performance, or required due to the changing nature of the job shall also be considered part of the jobholder's responsibility.