

ENERGY CORPS AMERICORPS MEMBER POSITION DESCRIPTION

Name and location of host site: BikeNet Educator, BikeNet, Billings, MT

Title: Energy Corps Member

Reports to: Kristi Drake, Executive Director

Term of service: October 1, 2014-August 31, 2015

Anticipated service schedule: 1700 hours over course of service term. Roughly 40 Hours per week. Occasional evening/weekend hours may be necessary.

Position Summary: BikeNet Billings seeks an Energy Corps member to assist with implementing programs and events that lead to more sustainable transportation, promotion of healthy choices, and protection of resources in the Billings community. The member will be involved in several projects including piloting programs related to increased walk/bike/bus rates in the community, developing educational programs to encourage residents to walk/bike for transportation, conduct a walk/bike traffic safety skill training, and analyze the economic and social benefits of a bicycle friendly community. More details regarding each project are provided below.

Specific Position Responsibilities:

- Research programs that have resulted in increased walk/bike/bus rates for other communities
 - Identify comparable sized communities
 - Pilot those programs in the Billings community
 - Develop educational/motivational programs and interact with school/community events to encourage residents to walk and bike for transportation
- Conduct walk/bike traffic safety skill training for community members
- Facilitate Active Living Everyday Class Sessions
 - Promote Active Living Everyday Classes via social media, newsletters, flyers, emails, and at special events
- Develop partnerships with local health clubs and gyms
 - Encourage members to use active transportation to and from their work out sites
- Establish a group of community organizations to explore the creation of a “cyclovia” or “summer street” bike walk event
- Analyze the economic and social benefits of a bicycle friendly community and its impact on the reduction of poverty and unemployment
- Develop a pilot bike share system
- Develop promotion and sponsorship of social marketing messages that relate to partner goals in health and wellness
- Evaluate non-profit programs and projects for sustainability

Minimum Requirements:

- Must be over 18 with a high school diploma or GED; a Bachelor’s Degree is required
- Ability to work independently with limited supervision and self-motivated
- Ability to relate to people from diverse backgrounds
- Effective communication and research skills, presents self in a professional manner
- Computer knowledge, including Microsoft Office applications

- Understanding of community organization and development
- Ability to establish effective working relationships
- Willingness to learn about non-profit, health and transportation transect
- Must have a valid driver's license
- Member **will not** have reoccurring access to vulnerable populations

Benefits: All Energy Corps members will receive the following benefits:

- Opportunity to make a difference in a community
- Green job training and professional development
- Living allowance of \$12,100 over term of service
- An AmeriCorps Education Award (\$5,645) upon successful completion of service
- Health benefits and child care assistance if qualified

APPLICATION PROCESS: Applications will be accepted through August 15, 2014 or until a suitable candidate can be identified. Early applications are encouraged and applications will be considered as they are received. All persons interested in being considered for the position must submit an Energy Corps application form. The application form may be downloaded at www.energycorps.ncat.org/pdf_positions/energycorps_app_0614.pdf or www.ncat.org/wp-content/uploads/pdf/energycorps_app_0614.pdf or requested from Jerrid Burk, NCAT Human Resource Specialist. Incomplete applications will not be considered. The completed application form can be emailed to jerridb@ncat.org or sent to:

Jerrid Burk
NCAT Human Resource Specialist
P.O. Box 3838
Butte, MT 59702

NCAT values diversity and encourages minority and women applicants to apply. For additional information about NCAT please visit our website at www.ncat.org.

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