

ENERGY CORPS AMERICORPS MEMBER POSITION DESCRIPTION

Name and location of host site: Glacier Institute, Big Creek Outdoor Education Center on Flathead National Forest, near Polebridge, MT.

Title: Energy Corps Member - Energy Educator

Reports to: Joyce Baltz, Executive Director

Term of service: March 9, 2015-September 30, 2015

Anticipated service schedule: 900 hours over course of service term. Roughly 40 Hours per week. Occasional evening/weekend hours will be required.

Position Summary: The Energy Corps member will assist the Glacier Institute by providing information and guidance as they grow into their fourth decade of providing outdoor education in Northwestern Montana. The member will be responsible for evaluating the institute's existing buildings, identify opportunities for efficiencies, as well as joining the team as a teacher/naturalist. The member will also research renewable energy technologies that may be appropriate for the institute's operations, at three campus locations. In addition, the member will be responsible for enhancing the energy curriculum at Glacier Institute, specifically at their youth site.

Specific Position Responsibilities:

- Energy assessment for Glacier Institute operations
 - Evaluate all existing buildings and operations
 - Identify and communicate opportunities for energy efficient upgrades
- Renewable energy research for institute operations
 - Identify potential renewable energy applications for existing institute buildings and operations
- Energy Curriculum development
 - Research and implement energy curriculum
 - Develop outreach program to additional Montana schools not currently being served
- Research and Identify grant opportunities for the Glacier Institute
- Research and assist in the planning of an Energy Fair hosted by the institute
- Complete Glacier Institute teacher/naturalist training program and assist with Discovery School and summer camp education programs
- Assist in all areas of camp operations including: bunkhouse duties, light facility maintenance, marketing and outreach, meal preparation/kitchen duties, and 15-passenger van operation

Minimum Requirements:

- Must be over 21 with a high school diploma or GED; a Bachelor's Degree and/or work experience is strongly preferred
- Knowledge of energy systems in building and renewable energy technologies
- Ability to independently research grant opportunities
- Ability to live in a close-knit small group community
- Desire to live and work in a remote setting, located off grid and with limited access
- Skilled public speaker and presenter

- Desire to teach and work with young children and teens
- Excellent writing skills
- Experience with grant writing and research
- Ability and commitment to serving the public and being an ambassador on behalf of the Glacier Institute
- Interest in positive community service and action around energy conservation and sustainability.
- Ability to relate to people from diverse backgrounds
- Must have a valid driver's license, with clean driving record
- Member must be comfortable with Glacier Institute's non-advocacy mission of outdoor education
- Member **will** have reoccurring access to vulnerable populations

Benefits: This Energy Corps position will receive the following benefits:

- Opportunity to make a difference in a community
- Green job training and professional development
- Living allowance of \$6,050 over term of service
- An AmeriCorps Education Award (\$2,822) upon successful completion of service
- Health benefits and child care assistance if qualified

APPLICATION PROCESS: Applications will be accepted through January 2, 2015 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 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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