

ENERGY CORPS AMERICORPS MEMBER POSITION DESCRIPTION

Name and location of host site: Energy and Climate Educator, Climate Smart Missoula, Missoula, MT.

Title: Energy Corps Member

Reports to: Amy Cilimburg, Director

Term of service: October 3, 2016-August 31, 2017

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

Position Summary: Climate Smart Missoula's mission is to be the hub that fosters partnership and actions to address climate change in our community. Over the past few years, we brought together key stakeholders and community members to develop 12 sector-specific focal areas, each of which has prioritized strategies and actions to help us reduce our carbon footprint and adapt to the impacts of climate change moving forward. Stemming from our Community Climate Action Plan, an Energy Corps member will play a key role in moving efforts along in the following focal areas: renewable energy, green building & energy efficiency, healthy communities, and inventory and metrics. Our member will fill a vital role in the Solarize Missoula campaign and Summer Smart, two of our signature programs, as well as work to connect and support local groups working on climate mitigation and resiliency.

Specific Position Responsibilities: The Energy Corps member would work closely with the Director and would join and fully participate in the cross-sector community Leadership Team that works to advance local climate and energy initiatives. Climate Smart is open to orienting the specific activities around the Member's background and interests. Key priorities and activities for the year of service will be prioritized and may include:

- **Climate Mitigation:**
 - **Renewable energy** – Help organize the second year of Solarize Missoula, exploring opportunities to incorporate energy efficiency and conservation into the effort, expand the campaign to businesses, and creatively spotlight success stories to enhance the number of solar installations in the area and visibility of the campaign.
 - **Green building, energy efficiency and conservation** - Working with community partners, develop a “building matrix” to understand energy use in Missoula's built environment, residential to commercial. Spearhead data gathering, analysis, recommendations, partner outreach. Bring key players together to showcase best practices and success stories.
 - **Inventory and metrics** – Update and implement Community Climate Action Plan with metrics and collaborate with the City of Missoula to measure, understand, and communicate greenhouse gas emissions for the Missoula community.
- **Climate Adaptation.** Help develop and further implement one of our signature programs, Summer Smart. Issues highlight wildfire smoke, drought, and heat and address vulnerable populations, social equity, and climate preparedness.
- With partners, develop educational materials and initiatives around the nexus of climate change and any of our 12 focal areas. This could involve a youth-oriented program if of interest to our service member.
- Craft creative outreach materials and website and social media content and represent Climate Smart at community events.

Minimum Requirements:

- Must be over 18 with a high school diploma or GED; a Bachelor's Degree and/or work experience in environmental science or a related field is strongly preferred
- Strong background and interest in local approaches to address renewable energy, climate, and sustainability, with a specific interest in renewable energy and energy use in buildings.
- Possesses analytical skills and an affinity for database and detail work
- Skilled in verbal and written communications and has an interest in transferring information to varied audiences via presentations, websites, social media and other non-traditional venues
- Has the ability to effectively collaborate with diverse experts and problem solve around tasks.
- Ability to relate to people from diverse backgrounds
- Enjoys working both independently and as team player
- Interested in working on energy and climate educational efforts for youth (optional)
- Member will have recurring 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 \$12,530 over term of service
- An AmeriCorps Education Award (\$5,775) upon successful completion of service
- Health benefits and child care assistance if qualified

APPLICATION PROCESS: Applications will be accepted through August 15, 2016 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 Kaleena Miller, Energy Corps Program Director. Incomplete applications will not be considered. The completed application form can be emailed to kaleenam@ncat.org or sent to:

Kaleena Miller
NCAT Energy Corps Program Director
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. It is NCAT's policy and organizational philosophy to ensure that all of our employment practices, including recruitment and hiring, are administered for all individuals without regard to race, sex, creed, color, national origin, age, religion, marital or veteran status, disability, sexual orientation, or political affiliation.