

## ENERGY CORPS AMERICORPS MEMBER POSITION DESCRIPTION

**Name and location of host site:** Recycling Educator, Home Resource, Missoula, MT.

**Title:** Energy Corps Member

**Reports to:** Jeremy Drake, Community Engagement Manager

**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:** Home ReSource is a building materials reuse center in Missoula that is committed to reducing waste and building a vibrant and sustainable local economy. As a triple-bottom-line nonprofit business, we bring environmental, social, and economic benefits to the community through our retail store and Deconstruction Services as well as our Community Sustainability Programs. Those programs provide educational activities, community Zero Waste support, job skills training, and volunteer opportunities to community members and material donations to school, churches, and organizations. In February 2016, Missoula City Council passed the Missoula Zero Waste Resolution, which set a goal of reducing the community's solid waste stream by 90% by 2050 and directed City staff to facilitate the development of a Zero Waste Plan. This epic achievement is a mandate for our community to become more aware of waste and how to reduce it and provides rich opportunities for our next Energy Corps service member to gain valuable experience in community zero waste planning, strategic partnership development, facilitation, outreach, and education.

**Specific Position Responsibilities:** The Energy Corps service member will work collaboratively with City and Home ReSource staff to develop the Missoula Zero Waste Plan, build community support and leadership necessary to move Missoula toward Zero Waste and act as primary coordinator and educator for our Zero Waste Ambassadors Program (ZWAP!).

### Develop Zero Waste Plan

- Assist in implementing a baseline study to determine Missoula's current waste stream
- Identify policy, program, and infrastructure recommendations
- Participate in the development and implementation of a stakeholder engagement process

### Build Community Support and Leadership

- Coordinate the Zero Waste Missoula group
- Develop community outreach and presentation materials and identify and coordinate outreach opportunities with neighborhood councils, service clubs, civic groups, high school clubs, and other community entities and act as the primary Zero Waste Missoula representative for community outreach and education efforts
- Assist with the planning and implementation of a community conversation to reduce construction & demolition waste and increase deconstruction in Missoula, which will take place in early 2017
- Assist in hands-on community Zero Waste activities such as coordinating Zero Waste efforts at the Earth Day Celebration, coordinating the Creative Reuse Division of the Western Montana Fair, and other opportunities that arise

### Coordinate and Act as Primary Educator of ZWAP!

- Become familiar with the ZWAP! curriculum and materials, brainstorm ways to refine, improve, or otherwise make the program more engaging for students, and identify additional methods to evaluate the program's efficacy
- Help develop curriculum for a 6<sup>th</sup> grade "Waste Awareness Unit" that aligns with the Montana k-12 Science Content Standards Framework and the Next Generation Science Standards
- Coordinate ZWAP! logistics with 5<sup>th</sup> grade teachers, scheduling a 1-hour classroom session and a 2-hour Home ReSource field trip for each class
- With ample training and support, spearhead the delivery of the program both in the classroom and on-site at Home ReSource

### 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
- Has a strong interest in Zero Waste & waste reduction, sustainability, and climate
- Interested in working with kids in a fun, educational setting
- Enjoys researching cutting edge ideas, policies, and models to implement Zero Waste and build community sustainability
- 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
- Must have a valid driver's license and personal insured vehicle, mileage reimbursement will be provided for any work-related travel
- 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](http://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](mailto: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](http://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.