

**ENERGY CORPS  
AMERICORPS MEMBER POSITION DESCRIPTION**



**Name and location of host site:** Butte Silver Bow County, Butte, MT

**Title:** Energy Corps Member – Solar Energy

**Number of positions:** One

**Reports to:** Julia Crain, BSB Special Projects Planner

**Term of service:** June 1, 2018 – August 31, 2018

**Anticipated service schedule:** 300 hours over course of service term. Roughly 40 Hours per week. Occasional evening/weekend hours may be necessary.

**Position Summary:**

Butte-Silver Bow is interested in exploring the potential of siting and developing a solar energy facility within the city limits and potential for using solar energy to power municipal or private market operations. The Energy Corps member service activities will include research, analysis, and deliverable development. The Energy Corps member will explore various types of solar energy and determine preferred technologies in various scales and author a report about policies and regulations relating to solar energy development, land use and development best management practices and requirements, and cost benefit analysis including exploration of financing options to fund development of necessary infrastructure. The outcome of this work may potentially inform development of local renewable energy policy, solicitation of grants, and implementation of solar energy projects in Butte-Silver Bow.

**Specific Position Responsibilities: In partnership with BSB and community partners:**

- Exploring land use requirements, land use impacts, and other land use related information including development requirements across solar facilities of various scales
- Conducting literature review and research and performing analysis of federal, state, and local energy policy and associated regulations and requirements.
- Perform a survey of available solar energy technologies at various scales suitable for Butte's context.
- Engage in service projects and promote environmental stewardship.
- Prepare and deliver presentations about renewable energy, including its value locally, and best practices in the field.
- Author a paper about solar energy opportunities for Butte.
- Attend and participate in weekly staff meeting to receive mentorship and guidance related to individual goals (member service plan).

**Position Requirements:**

- Bachelor's degree in environmental planning, policy, science or engineering.
- Experience with research and research design, data analysis, with experience in statistics and data interpretation and visualization preferred.
- Experience identifying granting opportunities and authoring grants and other technical documents.
- Proficient in Microsoft office, Adobe creative suite

**Minimum Requirements:**

- Must be over 18 with a high school diploma or GED; a Bachelor's Degree and/or work experience is preferred.
- Strong report writer/generator. Ability to develop, administer and analyze/summarize surveys.
- Excellent data collection, note taking, documentation, organization and analytical skills. Ability to independently research topics.
- Ability to effectively collaborate with experts to extract expertise and problem solve around tasks during service.
- Ability to exercise diplomacy and professionalism to effectively handle a broad range of situations with diverse personalities, and to respond appropriately to conflicts.
- Skilled public speaker and presenter. Comfortable leading and participating in a variety of outreach formats.
- Ability to effectively convey technical topics to a diverse range of audiences.
- Experience organizing and facilitating stakeholder groups.
- Demonstrated leadership capacity.
- Ability and commitment to serving the public and being an ambassador on behalf of the City of Butte Silver Bow as well as AmeriCorps/Energy Corps/NCAT.
- Resiliency in the face of difficulty. Excellent problem solving and judgement skills.
- Ability to balance supervisor direction and being a self-starter.
- Skilled relationship builder and ability to relate to people from diverse backgrounds.
- Must have a valid driver's license and personal insured vehicle, mileage reimbursement will be provided for any work-related travel.
- Member **will not** 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 \$3,157 over term of service (three months)
- An AmeriCorps Education Award (\$1,538) upon successful completion of service
- Health benefits and child care assistance if qualified

**APPLICATION PROCESS:** Applications will be accepted through August 17, 2018 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 create an AmeriCorps account and apply. You can create an account and explore AmeriCorps opportunities at: <https://my.americorps.gov/mp/login.do>

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.