

ENERGY CORPS AMERICORPS MEMBER POSITION DESCRIPTION

Name and location of host site: Opportunity Link, Inc. Havre, MT

Title: Energy Corps Member

Number of positions: One

Reports to: Energy Corps Program Coordinator

Term of service: October 1, 2018 – August 30, 2019

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

Position Summary:

Opportunity Link is a regional nonprofit agency committed to finding systemic ways to reduce poverty and help the communities of Northcentral Montana achieve independence, prosperity, and a better way of life. Protecting the natural assets and community vitality of the region were identified as focus areas in the regional plan. The region's fertile land and unique, natural beauty offers the basis for both agricultural and tourism economies and attracting new residents. Wind, solar, and hydro resources offer potential growth in the renewable energy sector. Water quality, sustainable agriculture, land stewardship, and land use were identified as the priority areas for development in this focus area. Strategies that promote healthy neighborhoods and maintaining community character are essential to preserving community vitality.

Energy Corps member will assist in increasing energy awareness through education and outreach efforts to those groups most affected by energy and climate fluctuations, which will increase the sustainability of the community and the resiliency of our rural residents.

Specific Position Responsibilities:

- Organize opportunities for residents to gain energy awareness
- Assist with education and outreach in communities most affected by energy and climate fluctuations
- Develop educational materials, facilitate hands-on learning, conduct presentations and develop energy related curriculum
- Assist in organizing activities within communities to further sustainable strategic energy plans
- Identify the role of renewable energy opportunities within a community, launching energy efficiency or renewable energy initiatives within a community and identifying community energy needs and support networks

Minimum Requirements:

- Good organization and communication skills, presents self in a professional manner, and is outgoing and personable
- Ability to work well with the public and facilitate communications with and among persons and groups of varying cultural, & economic orientations.
- Knowledge of public relations principles, planning, strategies and activities.

- Ability to work independently with limited supervision
- Must be over 18 with a high school diploma or GED; some college or work experience preferred
- Ability to work as part of a team and individually
- Experienced public speaker and excellent writing skills
- Familiarity with Microsoft Office Suite
- Background and/or interest in energy and community development issues
- Must have vehicle

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 \$6,315 over term of service (six months)
- An AmeriCorps Education Award (\$2,907.50) 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. 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.