

**ENERGY CORPS  
AMERICORPS MEMBER POSITION DESCRIPTION**



**Name of host sites and location:** Montana Department of Environmental Quality (DEQ) and the Yellowstone-Teton Clean Cities (YTTC) - Helena, MT

**Title:** Electric Vehicle Outreach Coordinator

**Number of positions:** 1

**Reports to:** Energy Corps Program Director

**Term of service:** October 1, 2019 – August 28, 2020

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

**Position Summary:**

DEQ and YTTC have partnered to advance electric transportation and electric vehicle infrastructure across Montana, focusing on rural areas and key tourism corridors and locations. Montana has partnered with 7 other Intermountain West states in the Regional Electric Vehicle West, or “REV West” Initiative. Through the REV West partnership, Montana has an opportunity to receive funding to work to install electric vehicle charging infrastructure in rural communities, at state parks and other locations and help promote and deploy a seamless network of electric vehicle charging stations in Montana and across the region.

YTCC works with businesses, government and individuals to help match their vehicle needs with an alternative fuel when possible. To accomplish this the fueling infrastructure for alternative fuels needs to be in place, such as electric vehicle charging stations. YTCC has worked over the past several years to ensure there are publicly available level II charging stations in all gateway communities to Grand Teton and Yellowstone National Parks, and this year is focusing their efforts on corridors and, interstates that allow individuals to drive to and through the region.

DEQ also has an opportunity to support communities, school districts and others to purchase alternative fuel vehicles and infrastructure with Volkswagen (VW) Environmental Mitigation Settlement funds. To meet the goals of Montana’s VW Mitigation Plan, DEQ will be issuing a request for electric vehicle charging station projects in communities statewide. VW mitigation funding can also go towards education and outreach activities in communities where charging stations are installed. DEQ will partner with private businesses, tourism agencies, rural electric cooperatives, non-profit organizations and local governments to conduct outreach and education activities related to electric vehicles, alternative fuels and infrastructure.

YTCC and DEQ find the role of an Energy Corps member crucial to fulfilling the outreach and education necessary for the deployment of electric vehicle charging stations and vehicles throughout Montana.

**Specific Position Responsibilities:**

- Assist with developing and maintaining electric vehicle stakeholder list and organizing meetings in Montana communities.
- Conduct background research on utility rate structures and incentives and state/local policies related to electric vehicles.
- Communicate regularly with regional partners
- Use existing, open-source alternative fuel vehicle and infrastructure models and tools to assist with planning charging stations.
- Map existing and planned charging stations in Montana and the Intermountain West region.
- Perform outreach to State Parks to determine interest in and capability to host charging stations.
- Assist with development of educational materials to promote electric vehicles for diverse audiences (drivers, dealerships, local governments, etc.).
- Organize ride and drives and other events to promote and educate the public about electric vehicles. Many of these events would likely take place in rural areas.
- Research and develop recommendations to increase availability of alternative fueled transportation options for moderate and low-income Montanans.

**Minimum Requirements:**

- Must be over 18 with a high school diploma or GED; some college or work experience preferred
- Proficient in Microsoft Excel, Word, PowerPoint, Adobe Suite
- Strong writing skills
- Ability to organize and conduct meetings/events
- Experience designing education and marketing materials
- Experience with mapping software (GIS, Google Earth, etc.)
- Familiarity with Montana government and communities
- Good communication skills
- 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 **\$13,992** over term of service
- An AmeriCorps Education Award of **\$6,095** upon successful completion of service
- Health benefits and child care assistance if qualified

**APPLICATION PROCESS:** Applications will be accepted 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.