

**ENERGY CORPS  
AMERICORPS MEMBER POSITION DESCRIPTION**



**Name and location of host site:** National Center for Appropriate Technology, Butte, MT

**Title:** Community Sustainability and Climate Resilience Planner

**Number of positions:** One

**Reports to:** Energy Corps Program Director

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

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

**Position Summary:**

The National Center for Appropriate Technology (NCAT) is a national nonprofit focused on agricultural and energy sustainability. Our mission is helping people by championing small-scale, local, and sustainable solutions to reduce poverty, promote healthy communities, and protect natural resources.

NCAT manages a national technical assistance program called Appropriate Technology Transfer to Rural Areas (ATTRA) to help agricultural producers and rural communities interested in adapting sustainable technologies. ATTRA is developing a pilot project to promote sustainability and build resilient communities in rural areas. We will explore how best to assist rural communities in Montana by focusing first on offering trainings and workshops to reduce community energy and water use, prepare for weather-related shocks and stresses, develop local food and energy solutions, and explore community-based recycling and transportation options. The Energy Corps member will help develop and distribute a Guide for Resilient Rural Communities to help small towns and cities develop their economy, improve quality of life, and strengthen local self-reliance.

**Specific Position Responsibilities:**

- Energy Corps member will work with NCAT staff to research community energy, water pollution, recycling, and transportation
- The Energy Corps member will research what other rural communities are doing in these areas
- Interview city officials and community leaders to determine interest and gain support
- Work closely with and visit communities with similar goals and objectives
- Find and study case studies regarding climate action, sustainability, and resiliency
- Create case studies to present to officials and the community
- Work closely with other Energy Corps members to pool resources and to utilize an array of knowledge and experience to further research and knowledge
- Educate community members on climate change, resiliency, and sustainability practices
- Compile research results of community based climate change actions, resiliency best practices, successes, and failures
- Write a comprehensive report on findings

**Minimum Requirements:**

- 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
- Ability to relate to people from diverse backgrounds
- Strong organization, written, and communication skills, presents self in a professional manner, and is outgoing and personable
- Experienced public speaker with excellent presentation skills
- Familiarity with Microsoft Office Suite
- Proficiency in Word, Excel, and WordPress web design software, or basic familiarity with web software in order to learn WordPress
- Background and/or interest in energy conservation
- 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.