Community Energy Coordinator

Vermont Natural Resources Council/Vermont Energy & Climate Action Network

Help Vermont communities partner with the State of Vermont to meet comprehensive clean energy goals, primarily by helping to support and expand the network of all-volunteer town energy committees. In this role, you will have unparalleled opportunities to serve Vermonters – collaborating with diverse partners – to help communities identify and advance their energy-saving, renewable energy, transportation-transformation priorities. This position requires a passion for service, as well as a sincere interest in helping to cultivate and support individual and community leadership in helping Vermont transition to a resilient, equitable clean energy economy. This position requires a deep focus on centering the needs and interests of low income and vulnerable Vermonters. Apply today!

This position is part of the Vermont Housing & Conservation Board AmeriCorps (VHCB AmeriCorps). The VHCB AmeriCorps program supports the innovative dual-goal approach to creating stable affordable housing opportunities for Vermont residents while preserving the natural and working landscape. VHCB AmeriCorps is a national service program that places members with non-profit housing or land and energy conservation organizations around the state.

The Vermont Natural Resources Council is Vermont’s oldest independent, nonprofit (501.c.3) environmental education and research organization. Since 1963, VNRC has worked to advance programs and practices that support and strengthen the foundation upon which Vermont’s economy thrives — a healthy environment. VNRC has four program areas — Water, Forests and Biodiversity, Sustainable Communities and Energy and Climate. VNRC is also the coordinator of the Vermont Energy and Climate Action Network (VECAN), which is an umbrella network of partner organizations and approximately 130 all-volunteer community energy committees across Vermont. This position primarily serves VECAN’s mission, which is to start, support and strengthen town energy committees – many of which are appointed by their municipality. Energy committees are pivotal partners to their municipalities and to the State of Vermont in helping to meet Vermont’s 90 percent by 2050 total renewable energy goal. This position helps these community groups identify priorities, partners, programs and solutions that will help meet this goal by implementing energy-saving, renewable solutions in the heating, transportation and electric sector. As the State of Vermont – and Vermonters – look to rebuild and recover from the impacts of Covid-19, this position will also focus significantly on helping communities identify and implement resilience and adaptation strategies. This position will require working closely with partners (such as the Energy Action Network, the Vermont Council on Rural Development, regional planning commissions and many others) to identify strategies that help more people – especially low income, rural and vulnerable Vermonters – transition to more efficient, clean energy for heat, power and transportation needs and enhance independence and resilience, such as growing and accessing local food.
**Essential Functions:**

- Support Vermont’s network of town energy committees through technical assistance, networking, information-sharing and capacity building. The ACM will help inform, connect and strengthen Vermont’s network of approximately 130 all-volunteer town energy committees and support their energy-innovation priorities. The core components of this service will include 1) regularly communicating with members of energy committees on programs, projects and opportunities through an email newsletter and social media, 2) creating networking and information sharing opportunities and 3) helping connect them to direct technical assistance or resource providers/potential partners to help communities implement priority projects.
- Help identify and catalyze new energy committees in communities across the state currently without one.
- Help to organize and promote the annual Button Up Vermont weatherization and efficiency initiative, in partnership with Efficiency Vermont and others.
- Organize regional energy network gatherings and other information-sharing and networking opportunities, both virtual and, if safety allows, in person. These efforts are often in partnership with regional planning commissions.
- Help VECAN partners and UVM Extension organize and host VECAN’s 13th Annual Community Energy Conference (which will likely be virtual in 2020).
- Regularly maintain and update VECAN’s online community resources, including www.vecan.net, which is intended to be a clearinghouse of useful resources for energy committees.
- Participate in an Independent Service Project under the guidance of VHCB AmeriCorps
- Participate in VHCB AmeriCorps Trainings, Service Days, Events, and Program Initiatives.
- Engage in professional and personal development activities and networking opportunities.

**Secondary Functions:**

- Potentially tabling or presenting at energy fairs, conferences or to student groups about VECAN and community energy efforts.
- Helping write case studies of successful energy saving or energy innovation projects.

**Desired Qualifications:**

- Have strong written and verbal communication skills.
- Be organized, motivated and as self-directed as possible.
- Ability to manage several tasks simultaneously with attention to detail and follow through.
- Be a team player but also be able to serve with some independence.
- Have experience or strong interest in collaborating with diverse communities and partners.
VHCB AmeriCorps

- Web site management and other IT experience a big plus (including Word Press).
- Have a strong knowledge of or interest in energy efficiency, renewable energy and clean energy.
- A can-do attitude with an interest in or passion for helping Vermont communities lead in meeting Vermont’s 90 percent by 2050 renewable energy goal, especially as we help communities pivot out of a pandemic to a more resilient and equitable future.

Minimum Qualifications:

- Other required qualifications (able to travel, weekends/evenings required, communication ability requirements, technology abilities, etc.)
- Be US citizen or have permanent resident status;
- Be at least 18 years of age upon entering the Pre-Service Orientation or 17 years of age with verified parental permission;
- Be a high school graduate, have a GED certificate, or be willing to work towards a GED as part of the service-term. A member cannot have dropped out of high school to join AmeriCorps.
- Has not been convicted of murder or sexual assault and is willing to undergo an National Service Criminal History Check;
- Be committed to the VHCB AmeriCorps program’s ethic of service and personal and professional development of its participants;
- Have the ability and enthusiasm to drive to, attend, and participate in all required trainings and events, and be prepared to drive up to 2-3 hours each way.
- Available to regularly serve 40 hours per week.
- Willing and able to serve outside the regular 9-5, Monday-Friday schedule occasionally.

Additional Information:

VNRC prioritizes the safety of all Vermonters. As such, the Covid-19 pandemic has significantly reshaped our work – and it will reshape this position. This position is generally performed primarily indoors in an office setting or in meeting spaces. It also includes helping to host or attend events, participating in meetings and public engagement opportunities outside of the office. Until it is safe to do otherwise, much of this position will be undertaken virtually, instead of centered at VNRC’s offices Montpelier. When safety allows, this position is likely to include travel outside of the City of Montpelier to other Vermont communities. The hours are occasionally irregular, with required night meetings or weekend events. Primarily, however, the position is M-F, with service occurring during more traditional office hours.

Position begins September 9th, 2020 and ends August 13th, 2021

This position is Full Time: Requires 1,720 hours for an average of 40 hours per week for 48 weeks. Member will receive a living allowance of $20,400 (pre-tax), and an education award of $6,195 (pre-tax) upon successful completion of service.
Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.

This position does not have recurring access to vulnerable populations (youth, persons over 60, individuals with disabilities).

**To Apply:** [https://vhcb.org/our-programs/vhcb-americorps/positions](https://vhcb.org/our-programs/vhcb-americorps/positions)

For questions about this position or to send additional materials:

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Application deadline: July 19, 2020

Additional information on AmeriCorps is available at [www.americorps.org](http://www.americorps.org).

The Vermont Housing & Conservation Board (VHCB) is sponsoring this AmeriCorps position through their AmeriCorps Program. VHCB is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran’s status, religion or creed.

Member Name:________________________________________ Signature:_______________________