

## **Community Energy Coordinator**

### **Vermont Natural Resources Council/Vermont Energy & Climate Action Network**



*Help communities across Vermont play a locally-led, leadership role in meeting the state's comprehensive energy and climate targets, 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 protect our environment and build a more resilient, equitable, clean energy economy. 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 as well as the climate action strategies required by the Global Warming Solutions Act. This position helps these community groups identify priorities, partners, programs and solutions that will help equitably achieve these targets 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, community action agencies and many others) to identify strategies that help more people – especially low income, rural, vulnerable Vermonters and Vermonters of color – 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 work with partners and independently to 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. communications with members of energy committees on programs, projects and opportunities through an email newsletter, social media, monthly webinars and a statewide list serve,
  2. creating networking, training and information sharing opportunities,
  3. helping create or promote timely resources for community groups and partners,
  4. providing direct support to energy committees, and
  5. helping connect community leaders to technical assistance or partners (e.g. Community Action Agencies, Regional Planning Commissions, Efficiency Vermont etc.) to advance priority projects.
- Help to organize and promote annual and targeted clean energy and climate action campaigns, including Button Up Vermont, transportation transformation initiatives, community solar efforts, municipal energy efficiency and resilience projects and more.
- Organize regional energy network gatherings and other information-sharing, networking and project advancement opportunities, both virtually and, if safety allows, in person. These efforts are often in partnership with regional planning commissions.
- Help organize and host VECAN's 15th Annual Community Energy and Climate Action Conference.
- Regularly maintain and update [www.vecan.net](http://www.vecan.net); a clearinghouse for energy committees.
- Help identify and start new energy committees in communities currently without one.
- Participate in an Independent Service Project under the guidance of VHCB AmeriCorps
- Participate in all VHCB AmeriCorps Trainings, Service Days, Events, and Program Initiatives.
- Engage in professional and personal development activities and networking opportunities.

## Secondary Functions:

- Help track and share information about timely opportunities for community energy committees to participate in the update to the state's Comprehensive Energy Plan, Climate Action Plan, regional enhanced energy plans and other relevant planning efforts.
- Potentially table or present at energy fairs, conferences or to student groups about VECAN and community energy efforts.
- Help 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.



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- Web site management and other IT experience a big plus (including Word Press).
- Have a strong knowledge of/interest in energy efficiency, renewable energy, and climate solutions.
- A can-do attitude with an interest in or passion for helping Vermont communities play a meaningful role in attaining Vermont's clean energy and climate targets.



## Minimum Qualifications:

- 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 a National Service Criminal History Check;
- Be committed to the VHCB AmeriCorps program's ethic of service, appreciation of diversity, 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 and occasionally serve on nights and weekends.

## Additional Information:

This position is primarily performed indoors in an office setting or in meeting spaces. VNRC's office is located in Montpelier. While the pandemic temporarily forced the closure of VNRC's office, the office is now currently open and will remain open – as long as it remains safe to do so based on the State of Vermont and the Centers for Disease Control's guidelines. As safety allows, this position will likely include travel outside of the City of Montpelier to other Vermont communities to attend or help host events, participate in meetings or facilitate public engagement opportunities outside of the office. 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 7<sup>th</sup>, 2022 and ends August 11<sup>th</sup>, 2023

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 \$22,950 (pre-tax), and an education award of \$6,495 (pre-tax) upon successful completion of service.

Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.



# VHCB AmeriCorps

**To Apply:** <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>

For questions about this position or to send additional materials:

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Application deadline: June 27, 2022. Applications accepted on a rolling basis; open until filled

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

**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: \_\_\_\_\_



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