

Position description for Weatherization Field Supervisor, Denver & Jefferson County Weatherization Program, Veterans Green Jobs

ORGANIZATION

Veterans Green Jobs (VGJ) was established in 2007 and by 2010 will be operating in multiple states with an annual budget over \$12,000,000. Veterans Green Jobs is one of the few 501c(3) organizations dedicated to recruiting, training and placing veterans in green industry jobs. The national office is located in Denver, Colorado. For additional organizational information please visit www.veteransgreenjobs.org.

JOB SUMMARY

The Weatherization Field Supervisor is responsible for leading the energy efficiency improvements conducted on residential homes. This position will work in a team leadership structure reporting to the Program Director for Weatherization. VGJ's Denver & Jefferson County weatherization program's primary mission is to implement the Governor's Energy Office (GEO) weatherization service provider contract (This contract is an annual 6 million dollar state funded program to conduct energy audits and weatherization work for qualified low-income families; information at <http://www.colorado.gov/energy/index.php?/policy/weatherization-assistance/>)

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

1. Provide leadership and direction for a 3 person weatherization team; cross train as a weatherization Auditor/Inspector.
2. Be the Quality Assurance Officer for all assigned projects.
3. Manage reporting mechanisms for energy efficiency measures.
4. Work with the weatherization department to develop effective programs.
5. Become an expert in the following areas: GEOWX Field Standards and Local building codes.
6. Other duties as assigned by the Program Director for Weatherization.

QUALIFICATIONS

- A passion for and commitment to the mission of VGJ, the environment, and helping create transformative programs;
- Three to five years weatherization experience; construction experience a plus;
- The experience and interpersonal skills to effectively manage a weatherization team;
- Possess a positive attitude and a strong desire to improve oneself professionally (especially in seeking auditing certification);
- Military experience given preference; demonstrated service ethic a plus (AmeriCorps, Peace Corps);
- Prior experience working in the Governor's Energy Office Weatherization Program or Department of Energy Weatherization Assistance Program given preference;
- Good communication and teaching skills;
- Cultural sensitivity and commitment to the highest standards of professionalism and integrity;
- High school degree; relevant certifications preferred;
- Ability to work in an automated, paperless work environment;
- Driver's license and good driving record a must.

REQUIRED ATTRIBUTES

To be effective in this organization's management structure, an individual must possess the following attributes: placing others above self, dedication to a team, high level of self awareness, strong communication skills and willingness to work on all issues in cooperation with colleagues.

Veterans Green Jobs is prepared to offer a starting base salary from \$15 to \$18 per hour (plus benefits) and depending on experience. The successful candidate will be expected to work from offices based out of Denver, CO and begin work February 15, 2010 (or upon the effective date of the weatherization contract). Send resume and cover letter with the subject line: Field Supervisor to: hr@veteransgreenjobs.org no later than TBD, 2009 (no phone calls please).

Veterans Green Jobs is an Equal Opportunity Employer -