

Extension Building Science Instructor/Weatherization Trainer

Position Details

Position Information

Announcement Number	FAC - VA - 22132
For questions regarding this position, please contact:	Aaron Mugaas at 406-586-0070 or at aaron.mugaas@montana.edu
Classification Title	Instructor
Working Title	Extension Building Science Instructor/Weatherization Trainer
Brief Position Overview	Full-time, non-tenure track position with primary responsibilities to contribute to Montana Weatherization Training Center work-force professional development in compliance with program funding agencies' guidelines. Participate in the Center's professional, service and outreach activities.
Faculty Tenure Track	No
Faculty Rank	Non-Tenure Track
Position Number	4B0021
Department	Extension Weatherization / Housing
Division	Extension
Appointment Type	Faculty
Contract Term	Fiscal Year
Semester	
If other, specify From date	
If other, specify End date	
Union Affiliation	Exempt from Collective Bargaining
FTE	1.0
Benefits Eligible	Eligible
Salary	Salary range of \$53,000 to \$58,000 annually, commensurate with experience, education, and qualifications
Contract Type	LOA
If other, please specify	
Recruitment Type	Open

Position Details

General Statement	The location of this position is Bozeman, MT. The Montana Weatherization Training Center (WTC) delivers technical training to the high-performance housing industry in the classroom, field, and online environments. We're funded primarily by the US Department of Energy as part of the national Weatherization Assistance Program (WAP), and by the Montana Department of Public Health and Human Services. To this end, we work with Montana's Human Resource Development Councils, regional weatherization
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agencies, and tribal programs to promote safe, efficient, healthy housing. We also deliver training to the for-profit sector on topics of sustainable housing, energy efficiency, renewable energy, and safe work practices. We seek professionals who can work effectively with diverse individuals, who possess effective interpersonal, written, and verbal communication skills, and who can contribute positively to the vocational success of our students and to the mission of Montana State University.

Duties and Responsibilities

- Provide training and hands-on instruction on topics of sustainable housing and weatherization in the classroom and lab at the Montana Weatherization Training Center.
- Participate in the development and delivery of remote web-based training programs.
- Be an informative point of contact for students. Respond to phone and email inquiries in a timely manner.
- Develop and adapt new curriculum, activities, and laboratory props for the weatherization and building science programs.
- Aid in the instruction of construction health and safety courses.
- Work with other instructors to advance the mission of the Montana Weatherization Training Center.
- Travel overnight occasionally to conduct trainings.
- Teach in a diverse University community.

Required Qualifications – Experience, Education, Knowledge & Skills

1. Bachelor's degree in a field that contributes positively to the position, or commensurate experience, education, and qualifications.
2. Demonstrated experience in the construction, weatherization, or sustainable housing industry.
3. Demonstrated ability in technical instruction or adult education in classroom or field settings.
4. Demonstrated knowledge and skills in the use of computers for educational programming or project management.
5. Experience with Microsoft Office Suite.

Preferred Qualifications – Experience, Education, Knowledge & Skills

1. Master's degree in a related field.
2. Experience with audio-visual equipment and video post-production.
3. Experience working in the Weatherization Assistance Program, or other energy- efficiency programs.
4. Possess or earn building science certifications, such as, BPI, RESNET, AEE, USGBC, etc.
5. Possess or earn OSHA 10/30 instructor certification.
6. Demonstrated knowledge and experience in HVAC technologies.
7. Demonstrated knowledge of alternative energy technologies.
8. Demonstrated experience with curriculum creation and lesson plan development.

The Successful Candidate Will

- Communicate positively and effectively with students and the public in person, in writing, through email, and over the phone.
- Establish and maintain effective working relations with co-workers and program partners.
- Exercise good judgment and self-motivation.
- Represent the Montana Weatherization Training Center and MSU Extension to others in a professional and courteous manner.
- Possess effective interpersonal, written, and verbal communication skills.
- Demonstrated ability to work independently with minimal supervision.
- Have dedication to supporting and enhancing Montana State University's initiative for diversity, equity and inclusiveness.
- Either in a team or individual capacity, contribute to the planning and instruction of 24 to 36 courses throughout a 12-month period.
- Adhere to curricula standards set by IREC/NREL/DOE and BPI.
- Comply with national building science standards for weatherization practices.
- Promote EPA and OSHA health standards.
- Promote energy efficient living practices.

Position Special Requirements/Additional Information

Must possess currently or be eligible to obtain a valid State of Montana Driver's license and have an acceptable driving record (fewer than 12 points). Do NOT send a copy of the driver's license.

This job description should not be construed as an exhaustive statement of duties, responsibilities or requirements, but a general description of the job. Nothing contained herein restricts Montana State University's rights to assign or reassign duties and responsibilities to this job at any time.

Physical Demands

This position requires occasional overnight travel throughout the state of Montana or out-of-state, handling and moving a variety of educational equipment, and the ability to give presentations in outside venues.

This position requires the ability to transport a minimum of 50 pounds, position self to stoop, bend, and crawl; ascend and descend scaffolds, stairs, roofs and work in confined spaces. Working conditions include but are not limited to exposure to temperature extremes and inclement weather.

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The Program**The Department****The College**

MSU Extension's mission is to improve the lives of Montana citizens by providing unbiased, research-based education and information that integrates learning, discovery and engagement to strengthen the social, economic and environmental well-being of individuals, families, and communities.

Posting Detail Information

Number of Vacancies

1

Desired Start Date

Upon completion of a successful search

Position End Date (if temporary)**Open Date****Close Date****Applications will be:**

Screening of applications will begin on **July 11, 2022**; however, applications will continue to be accepted until an adequate applicant pool has been established.

Special Instructions

Please note – for this position – Five (5) references have been requested.

Diversity Statement

Montana State University values diverse perspectives and is committed to continually supporting, promoting and building an inclusive and culturally diverse campus environment. MSU recognizes the importance of work-life integration and strives to be responsive to the needs of

Montana State University is committed to providing a working and learning environment free from discrimination. As such, the University does not discriminate in the admission, access to or conduct of its educational programs and activities nor in its employment policies and practices on the basis of an individual's race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran's status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation. In support of the University's mission to be inclusive and diverse, applications from qualified minorities, women, veterans and persons with disabilities are highly encouraged.

Montana State University makes accommodation for any known disability that may interfere with an applicant's ability to compete in the hiring process or an employee's ability to perform the duties of the job. To request an accommodation, contact the Human Resources Office, PO Box 172520, Montana State University, Bozeman MT 59717-2520; 406-994-3651; recruitment@montana.edu.

In compliance with the Montana Veteran's Employment Preference Act, MSU provides preference in employment to veterans, disabled veterans, and certain eligible relatives of veterans. To claim veteran's preference please complete the veteran's preference information located in the Demographics section of your profile.

MSU's Non-Discrimination Policy and Discrimination Grievance Procedures can be located on the MSU Website: <https://www.montana.edu/equity/policies/grievanceprocedures.html>.

FLSA Details

FLSA Determination

FLSA Status

Exempt

Applicant Documents

Required Documents

1. Resume OR Curriculum Vitae
2. Cover Letter addressing each of the Required and Preferred Qualifications

Optional Documents

Supplemental Questions

Required fields are indicated with an asterisk (*).