

WAP Field Monitor / WAP Compliance Monitor - State Prog Admin Intermediate or Senior

Job ID 49472

Location St. Paul MN

Full/Part Time Full-Time

Regular/Temporary Unlimited



Job Details

Job Class: State Program Administrator, Intermediate or Senior **Working Title: WAP Field Monitor (SPA Intermediate) / WAP Compliance Monitor (SPA Senior)**

- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 10/05/2021
- **Closing Date:** 10/25/2021
- **Hiring Agency/Seniority Unit:** Commerce Dept
- **Division/Unit:** Energy Resources Division / Energy Equity Programs
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** Yes - Up to 40% of the time
- **Salary Range:** SPA Intermediate: \$21.83 - \$31.70/hourly; \$45,581 - \$66,189/annually SPA Senior: \$24.03 - \$35.24/hourly; \$50,175 - \$73,581/annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214/MAPE
- [Connect 700 Program Eligible: Yes](#)

Job Summary

At the SPA Intermediate Level:

The primary purpose of this position is to assist in the oversight of assigned Service Providers of the Weatherization Assistance Program through technical compliance monitoring and related reporting following USDOE guidelines.

At the SPA Senior Level:

The primary purpose of this position is to provide oversight to the Weatherization Program subgrantees through monitoring and technical assistance following USDOE guidelines. A secondary purpose is to assist with specific DOE grant administration and with program development as directed by the Energy Equity Programs Supervisor or Lead QCI Monitor.

Qualifications

Minimum Qualifications

SPA Intermediate:

BA/BS Degree in building science, engineering, construction, or equivalent training through the construction trades; plus one year professional experience working in weatherization, residential construction, energy auditing, or related, OR

2 years professional experience in weatherization, residential construction, energy auditing, or related.

Applicants who meet the above education/experience requirement will be further evaluated based on the following:

- Valid MN driver's license (or ability to obtain one within 30 days of hire)
- Experience with Microsoft Office Suite

- Strong interpersonal skills
- Demonstrable written and verbal communication skills
- Ability to obtain NREL Quality Control Inspector Certification within one year of hire
- Embodiment of core monitoring values of equity, consistency, clarity, and communication.

SPA Senior:

BA/BS degree in building science, engineering, construction, or related; plus two (2) years' professional experience working in weatherization, residential construction, energy auditing, or related.

OR

Advanced degree, plus one (1) year or more professional experience working in weatherization, residential construction, energy auditing, or related.

OR

An equivalent combination of education and experience.

Applicants who meet the above education/experience requirement will be further evaluated based on the following:

- Valid MN driver's license (or ability to obtain one within 30 days of hire)
- Experience with Microsoft Office Suite
- Strong interpersonal skills
- Demonstrable written and verbal communication skills
- Ability to obtain NREL Quality Control Inspector Certification within three months of hire

Embodiment of core monitoring values of: equity, consistency, clarity, and communication.

Preferred Qualifications

SPA Intermediate:

- Effective written and verbal communication skills sufficient to establish working relationships with federal, state, tribal, and local government or non-governmental agencies
- Current certification as a BPI Quality Control Inspector, BPI Building Analyst or residential energy auditor, or similar

SPA Senior:

- Degree in building science or extensive similar experience
- Effective written and verbal communication skills sufficient to establish working relationships with federal, state, tribal, and local government or non-governmental agencies
- Current certification as a BPI Building Analyst, residential energy auditor, or USDOE Quality Control Inspector

Physical Requirements

Ability and willingness to enter crawlspaces, attics, and other parts of a private household.

Additional Requirements

This position requires successful completion of the following:

Job offer is contingent upon passing reference checks to verify job-related credentials, a criminal background check and drivers' license check prior to appointment.

Application Details

Why Work For Us

- Work with collaborative, mission-driven colleagues in a team-based, innovative environment;
- Advance human health and a reduced energy burden for all Minnesotans through implementation of the Weatherization Assistance Program;
- Ensure under-resourced households receive the benefits of the clean energy economy;
- Earn competitive pay and great benefits, including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year; and
- Enjoy a culture that promotes work-life balance and diversity, equity, and inclusion.

Our differences make us stronger and leveraging them helps us create a workforce where everyone can thrive. The State of Minnesota is an equal opportunity employer. We are committed to embedding diversity, equity, inclusion, and accessibility at our workplace. We do this by developing strong leaders and advocates, increasing cultural competence and understanding among all employees, and removing institutional barriers and attitudes that prevent employees from advancing as far as their talents will take them. We prohibit discrimination and harassment of any kind based on race, color, creed, religion, national origin, sex (including pregnancy, childbirth and related medical conditions), marital status, familial status, receipt of public assistance, membership or activity in a local human rights commission, disability, genetic information, sexual orientation, gender expression, gender identity, or age.

How to Apply

Select "Apply for Job" at the top of this page. If you have questions about applying for jobs, contact the job information line at [651-259-3637](tel:651-259-3637).

For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about the position, contact Jody Northouse at jody.northouse@state.mn.us or [651/539-1504](tel:651-539-1504).

AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.