

Career Opportunities: MiTEC Weatherization Technical Instructor (1810)

Requisition ID 1810 - Posted 12/22/2020 - Remote/Virtual - Administrative - Full-Time

MPHI is a Michigan-based and nationally engaged, non-profit public health institute. We are a team of teams, process and content experts, dedicated to building *A world where tomorrow is healthier than today!*

Title: MiTEC Weatherization Technical Instructor

\$73,000 - \$78,000 / Posted thru: 2-7-21

Employee Name: TBD

Supervisor: Tom Andrews, Deputy Director

Purpose: This position will serve as a Technical Instructor reporting to the Deputy Director to conduct building science technical training for the Michigan Training and Education Center (MiTEC). The Technical Instructor is part of a dynamic technical weatherization team that provides superior learning opportunities to professionals in the home performance, residential, and construction industries. MiTEC provides students with in-person classroom training, field training, and online training opportunities.

Duties and Responsibilities:

- Provide classroom and field training at partner facilities, meeting the requirements of the training contract outlined in the DOE State Plan and IREC accreditation requirements.
- Trains others to perform energy audits, implement energy efficiency improvements and provide quality assurance assessments using a variety of specialized diagnostic equipment. (Ex: Blower Door, Manometer, Insulation Equipment, Air-Flow Meter, Duct Blaster, Pressure Pan, CO Analyzer, Infrared Camera, and the National Energy Audit Tool (NEAT) and Mobile Home Energy Audit (MHEA) applications.

- Obtain and maintain certifications for use as an instructor and Building Performance Institute (BPI) proctor.
- Develop curriculum and provide instruction to students online, in the classroom and in the field using innovative, effective, and measurable methodologies.
- Coordinating and managing logistics for delivery of on-site training courses.
- Creating technical documents to support various weatherization and energy efficiency programs.
- Providing technical support to the Michigan WAP network, staff, students, the public, and industry stakeholders on energy efficiency and home performance topics.
- Familiarity with the Weatherization Assistance Program rules and regulations, Standard Work Specifications (SWS), the Michigan Weatherization Field Guide, and Michigan Weatherization monitoring processes.
- Represent MiTEC at national, state, and local events, conferences, meetings, and committees.

Qualifications/Requirements:

Education: Possession of a bachelor's degree or equivalent experience in building science, building construction, civil or structural engineering, weatherization assistance program, or a related field.

Experience: A minimum of two years of related and progressively more responsible work experience in the Weatherization Assistance Program or related field.

Important Skills and Characteristics:

- Proven experience as a Technical Instructor and/or IREC Master Trainer is helpful.
- Industry certifications such as BPI, QCI, HEP, Lead RRP, and OSHA are helpful.
- Strong written and verbal communication skills.
- Collaborative, positive, team-oriented attitude coupled with ability to work independently and solve problems.

- Strong understanding of and experience with NEAT/MHEA preferred.
- The successful candidate for this position will be able to demonstrate hands-on knowledge and experience in the following building science skill set:
 - Performance of energy auditor/inspector skills required for an energy and health & safety evaluation of residential buildings.
 - Dense pack wall insulation.
 - Attic preparation, air sealing and insulation.
 - Foundation air sealing, moisture source control and insulation strategies.
 - Health & Safety issues related to performance of the Weatherization Assistance Program.
 - Door and window retrofits as appropriate in the Weatherization Assistance Program.
 - Mobile home weatherization including air-sealing, and insulation in the roof, belly, or walls.
 - Understanding, installation, and application of the ASHREA 62.2 Standard.
 - Use of equipment essential to performance of weatherization measures including but not limited to blower doors, manometers, insulation equipment and infrared cameras.

Work Environment, Mobility, and Physical Requirements: Job may require moderate physical effort including lifting materials and equipment. This position involves performance of various diagnostic tests, inspections, and demonstrations, requiring the ability to carry equipment weighing up to 50 pounds. Performing fieldwork involves use of ladders and extensive navigation in and around worksites, buildings, attics, crawlspaces, and other locations. Therefore, Technical Instructors must possess physical dexterity, endurance, and balance to accomplish this work safely and effectively. This position may involve viewing a CRT or VDT screen 25% to 75% of the time and the use of other standard office environment. Must be proficient with Microsoft Office Suite, smartphones, tablets, and web technology. This position will require a Technical Instructor to use a mobile work environment, including the use of a home office, satellite locations, and other spaces as needed, to increase responsiveness and decision-making speed, resolve internal issues faster, and increase productivity.

Travel: Travel throughout the state to the training center satellite locations and partner facilities will be required. In addition, travel to conferences and other state and out-of-state events may be required.

RESPONSIBILITY FOR THE WORK:

Training Plans: An Instructor must implement the approved training curriculum and coursework to provide high quality programs to ensure the training center is competitive and efficient. This includes staying within the approved operational budgets, maintaining training schedules and offerings, tracking student progress, conducting innovative field trainings, conferences, and webinars.

Training: Technical Instructor must make sure the courses covers the needs of the students and that the desired principles, techniques, and skills, based on the approved Job Task Analyses (JTA) as needed, are being taught in a manner that engages the student in problem solving and critical thinking to make the subject matter meaningful. This includes fostering a ‘culture of learning’ within MiTEC.

Evaluate Results of Training: Identifying areas of course improvement to ensure students are adequately learning the desired skills is essential. Instructors will respond appropriately to student evaluations and feedback for improvement purposes. Regular course evaluation is necessary and required. This includes updates on regulations, standards, and the field guide.

Research Training Methods: A Technical Instructor will constantly be on the lookout for new technology, implementation improvements, training opportunities, innovative labs, and training props to provide more effective and cost-effective ways to teach technical skills. This includes maintaining communication with the BCAEO staff, to recognize new issues and plan for additional training.

IMPACT ON PROJECTS, SERVICES AND OPERATIONS: MiTEC will provide technical expert instruction and assistance to Weatherization professionals, home professionals, builders,

contractors, developers, architects, and others. MiTEC will focus on building science coursework to support the Weatherization Assistance Program’s (WAP) comprehensive technical trainings and certifications outlined in the Quality Work Plan that establishes a benchmark for quality home energy upgrades, released by U.S. Department of Energy (DOE). Both comprehensive and specific training will be conducted. Comprehensive training is occupation-specific training aligned to the Job Task Analysis for each occupation in the weatherization field. Specific training addresses acute deficiencies in the field as needed. Training will foster engagement, innovation, quality work practices, enhance performance, teach energy efficiency conservation measures, health and safety techniques, and ensure student success through hands-on training opportunities by high quality certified instructors and classroom innovations. A Technical Instructor has a direct impact on the success of MiTEC by ensuring high quality work standards are performed by certified Weatherization Professionals.

REQUIRED COMMUNICATION

Contact Person/Group	Frequency	Purpose
Tom Andrews	Daily/As Needed	MiTEC Deputy Director
Ray Judy	Daily/As Needed	MiTEC Director
MiTEC Instructors	Daily/As Needed	Support
MiTEC Program Assistants	Daily/As Needed	Support
Kris Schoenow	As Needed/Requested	BCAEO Executive Director

“For purposes of employment standards, this classification is “Exempt” from the overtime provisions of the Fair Labor Standards Act.”

MPHI works with you to promote health for everyone. Together, we will build **a world where tomorrow is healthier than today!**

MPHI is an EEO/AA employer that participates with e-verify.