

## Position Description – Green Building Specialist - Multifamily

<b>Department</b>	Residential Building Services
<b>Location</b>	Washington, D.C.
<b>Job Title</b>	Green Building Specialist - Multifamily
<b>Internal Title</b>	N/A
<b>Reports to</b>	Senior Sustainability Consultant or Director
<b>Employment type</b>	Full-time position
<b>Hours per week</b>	40-hours per week

### GENERAL DESCRIPTION

#### About Us:

Steven Winter Associates, Inc. (SWA) provides research, consulting, and advisory services to improve commercial, residential, and multifamily buildings for private and public-sector clients. We specialize in energy, sustainability, and accessibility consulting as well as certification, research & development, and compliance services. Our team of professionals has led the way since 1972 in the development of best practices to achieve high performance buildings.

For further information on Steven Winter Associates, please visit [www.swinter.com](http://www.swinter.com).

**About the Role:** Are you looking to make a positive impact on the world? Come join our team! As a leader in high performance multifamily housing expertise, SWA believes in transforming the way buildings are designed and managed. We see each new building as a chance for a healthier, more sustainable, and lower carbon future. Our Residential Building Services (RBS) team is currently on the search for a **Green Building Specialist (Multifamily)** to support consulting services for sustainable multifamily building design, construction and operations for our Washington, D.C. office.

*The proposed annual salary range for this position is \$65,000 - \$75,000 based on a 40-hour work schedule. The final salary may vary depending on confirmed job-related skills and experience.*

#### Primary Responsibilities:

- Identify energy, water, and carbon savings strategies in new and existing buildings.
- Review architectural and mechanical system drawings, specifications and submittals against sustainability and healthy building goals.
- Perform analysis from construction documents and calculate energy savings.
- Inspect and test existing buildings and those under construction.
- Document energy / green measures to help residential projects achieve green certification (LEED Multifamily Midrise, Enterprise Green Communities, National Green Building Standard, ENERGY STAR, Indoor airPLUS, Fitwel), meet local sustainability and energy requirements, and qualify for incentives.

### KNOWLEDGE, SKILLS, AND ABILITIES:

#### Qualifications:

- BS in architectural engineering, building technologies, architecture, construction management or a building related engineering field with at least 1+ years of experience

with design or construction of new multifamily buildings; Or at least 3+ years' work experience in design and construction of new multifamily buildings.

- Strong building science background with solid knowledge of multifamily and residential mechanical, structural, and thermal envelope systems.
- Familiarity with LEED Homes and Multifamily Midrise, Enterprise Green Communities Criteria, National Green Building Standard, ENERGY STAR Multifamily New Construction.
- Fluency reading / reviewing construction drawings and specifications.
- Willingness to work in varying weather conditions and on construction sites.
- Ability to communicate complex concepts to diverse audiences in a clear, concise, organized, and convincing manner in all formats (e.g., written, oral, presentation).
- Well-developed people skills, maturity, credibility, confidence, and integrity.
- Strong time-management skills and experience managing multiple priorities at once.
- Exceptional attention to detail.

**Bonus Qualifications:**

- HERS Rater, LEED for Homes Green Rater, NGBS Green Verifier or BPI Multifamily building Analyst.
- Experience with onsite construction.
- Utility billing analysis and energy saving spreadsheet calculations.
- Energy Code and / or ASHRAE standards.
- Mid-Atlantic regional laws related to energy and climate (Clean Air and Energy Act of 2008, Clean Energy DC Omnibus Act of 2018, Montgomery County Benchmarking Law, Maryland Climate Solutions Now Act).

**How to Apply:**

- Please submit a cover letter with your application outlining your interest.
- If you have 75% of the required skills and experience with a willingness to learn, we encourage you to apply.
- An assessment or writing assignment may be required as part of the interview process.
- Reasonable accommodation will be made to enable individuals with disabilities to perform the essential functions.
- There will be approximately 3 rounds of interviews.

**Additional Notes: N/A**

**Personal qualities:**

- Collaborative with strong focus on teamwork.
- Excellent work ethic.
- Self-motivated.
- Passionate about improving the built environment.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is frequently required to walk and occasionally required to stand, use hands to type, handle or feel; reach with hands and arms; and talk or hear.

When in the field, the employee must frequently lift or move objects up to 40 pounds with the ability to carry 50 yards to facilitate field work repeatedly over course of a day; must be able to climb stairs and ladders and endure typical construction site conditions.

Specific vision abilities required by this job include close vision, distance vision, color vision and the ability to adjust focus.

**TRAVEL REQUIRED:**

Position requires a valid driver's license and a clean driving record.

Expect frequent local field visits to client offices and project sites in the service areas.

Occasional overnight travel may be required (2-3 times/year).

**WORKING ENVIRONMENT:**

This is a hybrid role with approximately **60% of duties performed in the office** and **40% performed in the field** which will involve trips to project sites for observation, testing and training.

**BENEFITS & PERKS:** SWA invests in our people, and we have designed a benefits package tailored to meet the needs of our team to include medical, dental, vision, 401k (with match), commuter benefits, etc.

**COMPANY PRINCIPLES:** Be visionary. Foster camaraderie. Take ownership. Think holistically. Improve the built environment.

**DEI STATEMENT:** SWA is a workplace where we are aware and welcoming of the ways in which we are all diverse as evidenced by a culture of listening and understanding. We endeavor to create a workplace where people feel empowered to act; a safe place where people are open to discussing different views; ongoing education opportunities around diversity, equity, and inclusion; and to build a culture of belonging and accountability.

**PERFORMANCE STANDARDS:** Performance will be evaluated against this job description, competencies for this level, and mutually agreed upon objectives, where necessary.

**AGENCIES & EEO:**

Steven Winter Associates, Inc., is not partnering with agencies nor accepts unsolicited resumes and will not be responsible for any fees or expenses related to such unsolicited resumes and/or applicants.

***SWA is an Equal Opportunity Employer – all qualified applicants will be afforded equal employment opportunities without discrimination because of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, or marital status.***

**INTERNAL APPROVALS ONLY:**

REVIEWED BY:	Maureen Mahle / Andrea Foss
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APPROVED BY:	Antonia C.
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DATE POSTED:	7/11/2023
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