



## Weatherization Field Technician I

**ABOUT US:** Founded in 1981, Isles is a nationally recognized nonprofit community development and environmental organization with the mission to foster more self-reliant families in healthy, sustainable communities. Each year, Isles reaches thousands of central New Jersey residents with opportunities for at-risk youth job training, affordable

housing development, financial literacy training, homeownership counseling, community gardening, environmental health and education, community organizing, and regional planning.

**WHAT IT'S LIKE TO WORK FOR ISLES:** Isles strives to provide impactful programs, while maintaining a healthy work-life balance and positive, team-oriented atmosphere. Our team consists of 100 employees, plus a corps of volunteers and an engaged Board of Directors.

**POSITION OVERVIEW:** The Weatherization Field Technician I works with the Weatherization Field Technician III, Weatherization (WX) and Lead Program staff as part of a team. The team provides cost-effective, high quality weatherization services to low-income households in Mercer County, NJ. Weatherization Field Technician I assists in conducting energy audits/assessments of eligible low-income residential units; sets up and manages weatherization projects; and conducts in-progress and final inspections of work by heating and energy efficiency subcontractors. This position interfaces with a variety of organizational personnel, external agencies, customers and the general public.



**WHO WILL BE SUCCESSFUL:** The people who thrive on our team are passionate, visionary, curious, creative, open-minded, flexible, self-directed, and willing to learn from mistakes. They are also results-driven, detail-oriented, and responsible.

### RESPONSIBILITIES:

- Conducts initial evaluations of client homes and systems to determine suitability to WX program and reports deferrals due to issues such as the need for repairs that are beyond the scope of the program.
- Conducts initial tests and diagnoses air flow, furnace, hot water heaters and other systems using standard analysis equipment.
- Inspects buildings to identify required weatherization measures, including repair work, modification, or replacement.
- Supports Senior Weatherization Field Tech to conduct comprehensive energy audits/assessments of homes to identify available energy conservation measures, ventilation and other required health and safety measures, and WX related repair measures required to enable or protect energy conservation measures.
- Prepares accurate, detailed work scopes for review and written approval by WX Program Manager.
- Obtains continuing education units (CEUs) required for periodic renewal of Building Analyst, Energy Auditor, Quality Control Inspector (QCI) and other required certifications.
- Carries out other related duties as assigned by the WX Program Manager.

## QUALIFICATIONS

- High School diploma or G.E.D. plus 1 year of work equivalent
- In-depth knowledge of building science as it applies to residential weatherization
- Current Building Performance Institute (BPI) Building Analyst 1 certification
- Valid Driver's License and insurable driving record
- CPR and basic First Aid certification within 90 days of employment
- Lead Safe Renovator Certificate within 45 days of employment
- Able to communicate well both verbally and in writing
- Able to use current Microsoft Office programs including Word, Excel, and Outlook effectively
- Able to write clear, comprehensive work orders for Isles program staff and subcontractors
- Outstanding time management and organizational skills

### Preferred, but not required

- Experience with low-income Weatherization Assistance Program or NJ Comfort Partner's Program
- Proficiency with NEAT, MHEA and HESWAP
- Familiarity with NREL Standardized Work Scope (SWS)
- Spanish Language Proficiency

**Ambition and Vision** - ability to take initiative, be proactive, and come up with your own list of projects and priorities; a wide degree of creativity and latitude; self-motivated

**Personality and Eloquence** - Exceptional written and verbal communication skills; ability to represent Isles in a professional and personable manner and build relationships with a wide-range of people; ability to use both "head and heart" methods of persuasion.

**Mission-Related Knowledge** - Passion for Isles' mission, especially related to energy and environmental health.

**Positive Workstyle** - Ability to work with a positive and professional attitude; ability to work well with diverse personalities, in a team or individually; excellent organizational skills, and a high level of attention to detail.

**POSITION DETAILS:** Exempt, 40 hour/week position, flexible schedule. Salary Range: \$45,000-\$55,000

Please send a cover letter, resume and recent writing sample to [hr@isles.org](mailto:hr@isles.org). Your application materials should demonstrate why you're a good fit for this position and what *specific* skills, experience, talents, and interest you'll bring to the table.