



## Position Description, Community Outreach Specialist for Regional Geothermal District

Contact Derrick Miller to apply: [dmiller@canwashtenaw.org](mailto:dmiller@canwashtenaw.org)

**Type of Employment:** 1 Full-time/Salary (40 hours/week)

**Supervised by:** Senior Outreach Specialist

**Overview:** CAN's outreach specialist will help engage, educate and coordinate activities and services in relation to the Bryant Sustainability Project. These outreach activities and services will vary but will include responsibilities such as conducting surveys, coordinating neighborhood social events, and implementing initiatives co-created by CAN, the Ann Arbor Office of Sustainability and Innovations (OSI), and Bryant residents, especially those related to designing a district geothermal system for the neighborhood.

### **More about CAN's Bryant Sustainability Project:**

Community Action Network and the City of Ann Arbor's Office of Sustainability and Innovations (OSI) have partnered to co-design a path to sustainably enhance the quality of life in the Bryant neighborhood for both its current residents as well as future residents. The goal of the Bryant Sustainability project is to make the Bryant neighborhood one of the first, if not the first Carbon Neutral neighborhoods in the US by the year 2030. This entails a multi-pronged strategy of carbon reduction that currently includes home energy retrofits, solar installations, tree planting, rain gardens, home electrification, and now the exploration of a regional geothermal district.

### **Geothermal Project:**

This project will lead to a collaboratively designed community geothermal system that reduces thermal heating and cooling load by at least 75% for 262 households, a local school, a local community center, a County mental health service center, and the City of Ann Arbor's public works facility. In addition, the project will help crystallize community-centered design and support for creating the nation's first fully decarbonized low-income neighborhood by providing a series of resident-centered and resident-designed engagement activities, supported by expert knowledge and hands-on exploration. By doing this, the project will support a Justice40 neighborhood with reducing energy costs and ameliorating energy burden brought on by fossil fuel dependence, increase U.S. community energy system resilience for secure and reliable heating and cooling, reduce environmental pollutants, improve indoor air quality in a frontline community, support approaches to training and employing community members in system design and trades related to decarbonization, all while creating a roadmap for how to equitably decarbonize U.S. neighborhoods.

This position will collaborate with key partners to understand, facilitate, and communicate with Bryant residents for feedback as part of the project grant's Community Voice strategy. CAN's outreach team, inclusive of the Community Outreach Specialist, will lead public engagement initiatives out of the Bryant Community Center (BCC) located in the Bryant neighborhood.



**Benefits:**

- Pay Range: \$47,500-\$50,000 per year (commensurate on formal and informal experience)
- Employee medical, dental, and vision insurance completely covered by CAN (dependent coverage available to purchase). If opting out of benefits, equal value of the agency cost is added to the employee's base pay.
- Very generous time off policies. Employees accrue sick and vacation time each pay period. Additionally, employees enjoy agency-wide, paid closure days, which include 5 days for Spring Break, the days between and including December 22nd and January 1st, and 11 other days throughout the year. Employees are also encouraged to take 5 personal significance days per calendar year.
- Retirement 403B plan. After 1 year of employment, CAN contributes 2% and up to a 2% match of employee contribution.
- Budgeted 3% annual COLA (cost of living adjustment) increases.
- Supportive and collaborative work environment that promotes workload balance and self-care
- Comprehensive, dynamic supervision and support with professional development opportunities

**Qualifications:**

- A passion similar to that of CAN's core mission & values
- Demonstrates flexibility in regard to meeting scheduling
- Experience or interest in working with a nonprofit that partners with under-resourced families and individuals
- Demonstrates skills in written communication & attention to detail
- Ability and willingness to establish rapport with members of a diverse community
- Ability and willingness to self-motivate and work independently as well as with a team
- Creative and efficient problem-solving skills
- Willingness to adapt and work together with team members to figure out best solutions and strategies for the Bryant Sustainability project
- Acceptable driving history required
- Fluency in Arabic preferred but not required

**Skills and Abilities:**

- Strong verbal and written skills
- Strong problem-solving skills and capacity to respond to crisis situations appropriately and calmly
- Proficiency or ability to develop proficiency in Google Drive and other online tools
- Strong organizational skills
- Ability to give and receive constructive feedback
- Ability to be a part of a dynamic team
- Ability to work collaboratively
- Ability to perform multiple tasks efficiently and effectively



- Ability to work under pressure and/or with deadlines
- Ability to professionally represent the agency to the community
- Ability to effectively work with diverse populations in a non-judgmental manner

### **Essential Job Duties-**

#### **A. Educational Outreach (25%)**

- Work with Outreach team, executive director, and OSI team to identify resident educational needs as it relates to sustainability, energy efficiency, carbon neutrality and geothermal energy.
- Educate Bryant residents about various de-carbonization strategies and the benefits of geothermal energy
- Co-develop educational materials on neighborhood sustainability
- Explore potential innovative opportunities for geothermal energy
- Serve as a climate change champion and engage with CAN's A<sup>2</sup>ZERO partnership
- Work with Outreach team and CAN staff to create and update Sustainability webpage content

#### **B. Data Gathering (25%)**

- Work with Outreach team, executive director, and OSI team to administer various surveys intended to gather various information pertaining to the home's overall comfort, health, and safety.
- Conduct a variety of data gathering strategies including (but not limited to), door knocking, phone calls, texts, mailings and email.
- Work with CAN staff and the OSI team to aggregate the data and glean actionable insights.

#### **C. Coordination of Community Events and Resources (50%)**

- Work with Bryant staff and Outreach team, executive director, and OSI team to flier the community about upcoming events, programs, projects and resources.
- Assist with the coordination of contractors conducting home renovations including the collection of required project paperwork.
- Assist with the implementation, setup and clean-up of community events.
- Attend meetings weekly, bi-weekly and monthly as necessary and required
- Attend Energy Assessments virtually when available

### **EQUAL EMPLOYMENT OPPORTUNITY**

CAN is committed to providing equal employment opportunity to all individuals without regard to race, color, national origin, sex, sexual orientation, religion, age, marital status, height, weight, or the presence of a non-job related medical condition or disability. Hiring decisions will be based upon full consideration of all applications for positions in the agency and will seek to hire the most qualified individual.