



Rural Energy Efficient Retrofit Field Associate

Through collaboration with AmeriCorps VISTA, the North Carolina Association of Community Development Corporations (NCACDC) is hiring six Field Associates to be placed at regional CDCs in eastern North Carolina that are members of NCACDC. Field Associates will be based at members' offices, focusing on expanding energy efficiency and housing rehab programs in the local community and building the capacity of the placement organization. Dates of service are November 5, 2011 to November 2, 2012.

Major responsibilities may include:

- outreach and community education (housing opportunities, Veterans, Energy Efficiency)
- partnership development
- support & recruit volunteers using ISOTURE Model
- gathering data on program outcomes and outputs
- resource development and fundraising
- training direct service providers
- coordinate projects

In addition to primary responsibilities, all VISTAs will be involved in a group project directed by NCACDC. VISTAs will receive training in the programs and financial products they are promoting in the community, as well as the history and philosophy of community development. VISTAs will also receive training and resource materials on effective communication and marketing and ISOTURE Volunteer Model.

Prospective candidates will exhibit the following characteristics:

- a high school diploma or GED, some college preferred
- comprehensive reading, writing and speaking skills
- reliable transportation to attend community meetings and events
- enjoys working with people
- skilled in Microsoft Office applications
- organized and self motivated
- able to work flexible 35 to 40 hour weeks, including some evenings and weekends
- able to attend mandatory training in Atlanta November 1-4
- young adults from eastern NC, former members of the military, and military family members, and recent college graduates from eastern NC are encouraged to apply

Benefits include:

- A stipend, paid biweekly
- Your choice of an end-of-year education award or cash benefit
- Health benefits
- A year of federal jobs hiring preference

How to apply: All candidates must apply through www.MyAmeriCorps.gov. Final candidates must undergo a criminal background check and FBI fingerprinting. Criminal records do not necessarily disqualify you from becoming a VISTA.

The North Carolina Association of Community Development Corporations is an equal opportunity employer.