



Rising Sun Center for Opportunity

Job Opening: Energy Specialist

About Us

Rising Sun Center for Opportunity is a premier workforce development and community resilience non-profit serving the Bay Area and San Joaquin County. We offer two programs, Climate Careers and Opportunity Build, that give youth and adults the training and experience they need to access sustainable career pathways and maximize their potential.

For more information about Rising Sun, please visit www.risingsunopp.org

The Climate Careers Program

Our Climate Careers program offers a **no-cost** service, the Green House Call, to local Bay Area households. Green House Calls consist of an energy and water audit and installations of energy- and water-saving devices such as LED Lightbulbs, showerheads, bathroom/kitchen faucet aerators, smart powerstrips, and more. Climate Careers employs youth Energy Specialists, ages 15-22 from low-income households, to perform these audits and installations.

Upon the successful completion of the Green House Call program, they will continue paid employment with Rising Sun through a Fall externship placement program in which they will be placed with a trusted partner organization to gain additional career exposure and build their professional network and resume.

Position Details (Schedule, Pay & Office Locations)

- **Energy Specialist Pay:** \$18.00/hour (Green House Calls), \$19.50/hour (Externship)
- **Position Schedule:** June 12, 2023 to October 25, 2023
- **Mileage reimbursement** when traveling from site office to client's homes or any other Rising Sun event's location. Rising Sun reimburses mileage at the 2023 federal mileage rate determined by the IRS.
- **Approximate site office locations:** Oakland, San Jose, Sonoma, Richmond, Stockton

The Energy Specialist (ES) Position

The position is from June 12, 2023 to October 25, 2023. Below outlines the job responsibilities within the months of the Energy Specialist position. There are different responsibilities, but we ask that all Energy Specialists commit to the entire duration of the program.

Work Responsibilities for the Green House Call Program: (June-August 2023)

- With a partner, visit 3-5 homes in your community per day (*by appointment!!*) to carry out a basic energy and water use assessment and replace inefficient measures with energy- and water-saving devices



- Participate in professional development workshops to establish a professional portfolio which includes a resume and cover letter, as well as learning strategies to look for jobs and to perform well on interviews after their time at Rising Sun
- Conduct follow-up phone calls to residents who have received Green House Calls or EE kits to provide additional resources or gather feedback to improve the program
- Other duties as assigned

Program Dates & Schedule (Green House Call Program): June 12- August 1, 2023, 28 hours a week

Paid Training	In-Person Green House Calls	In-Person Green House Calls (Late Days)	Professional Development Workshops
June 12-16 Monday-Friday 10am-5:30pm	June 20- July 28 Tuesday-Friday 10am-5:30pm	Wednesday June 28 & Wednesday July 19 12pm-7:30pm	Every Thursday or Friday 10am-1pm

Work Responsibilities for Fall Externship Placement: (August-October 2023)

- Interview for the externship program and provide preferences on projects and placement sites based on an opportunity catalog of clean-related hosts and organizations
- Complete 120 hours of paid work experience with host; 6-10 weeks at least 12 hours per week
- For a total of 20 additional hours, participate in weekly professional development workshops and weekly check-in meetings with Rising Sun supervisors
- Fulfill externship site host requirements/responsibilities as it pertains to the position description and complete 3 informational interviews
- Submit feedback through program evaluations in a timely manner that will be reviewed to continue to enhance the program in the future
- Meet with host and Rising Sun supervisors to discuss projects, develop goals and learning plan

Program Dates & Schedule (Fall Externship Placement): August 2- October 25, 2023

Applications, Interviews and Placement	Transition Programs (Orientation, Meet & Greet)	Externship Placement with Host Partner
July 1 - Aug 1, 2023	August 2- August 11, 2023	August 14 - October 25, 2023

Requirements

- Adhere to all Rising Sun policies, including the Mandatory COVID-19 Vaccine Policy for Employees
- Provide proof of **up-to-date** COVID-19 vaccination by the start date
- Adhere to public health safety regulations, including (but not limited to) wearing a mask and gloves, submitting to temperature checks, and maintaining six feet distance from other staff
- Proof of low- income status (or signed affidavit)
- Participate in all of the dates outlined above including training, Green House Calls and externship placement
- Able to get to and from work site locations on a daily basis throughout the duration of employment



- Stable phone access to make phone calls

READY to Apply?

Apply online! <https://forms.gle/smfXB4Y7L1s73db37>

We are accepting applications and selecting program participants on a rolling basis, so we highly encourage you to get your application in as soon as possible. If you have any questions please email us at

CCJobs@risingsunopp.org.

Rising Sun is an Equal Opportunity Employer

Rising Sun is committed to diversity and considers all applicants for all positions without regard to color, ethnic background, religion, sex, gender, sexual orientation, national origin, age, and disability status. Equal Opportunity Employer/Affirmative Action; women and individuals who are Black, indigenous, and/or people of color are encouraged to apply.