|  |  |
| --- | --- |
| Job Title: | **Weatherization Crew Member** |
| Department: | **Community Services** |
| Reports to: | **Crew Leader, Program Manager, Community Services Director** |
| Grade: | **BP**  |
| Supervises: | **N/A** |
| FLSA Status: |  |
| Prepared by: | **Lisa Ritter** |
| Date: | **October 25, 2018** |
|  |
| Purpose:As a member of the Weatherization crew, assist the crew and program staff in achieving the production goals at/or exceeding the standards as set by the NREL Standard Work Specifications. |
| Essential functions:* Provides direct assistance to the Crew Leader in the installation of all required Weatherization measures.
* Provides assistance when not in the field to other program and agency staff as directed by the Program Manager.
 |
| Position Objectives:* Learn and develop the necessary skills to be able to install all measures properly and efficiently.
 |
| **Measured by:*** Evaluation of work performance by Crew Leader and Program Manager.
 |
| **Minimum Education:*** High School graduate
 |
| **Minimum Experience:*** Basic carpentry skills and ability to operate basic power tools.
 |
| **Essential Abilities:*** A commitment to the NMCAA philosophy and mission.
* Ability to maintain confidentiality.
* Ability to interact positively with co-workers and clients in a non-judgmental, tactful and courteous manner.
* Ability to suggest innovative approaches in completing job responsibilities.
* Ability to work openly and cooperatively as a team member.
* Ability to perform physical tasks to carry out specific job duties.
 |
| **Minimum Skills Required:*** Ability to read work orders and specifications.
* Clean driving record.
* Basic carpentry skills; use of portable power tools.
 |
| **Minimum Physical Expectations:*** Must be able to climb ladders.
* Must be able to crawl in tight spaces.
* Must be able to lift 40lbs.
 |
| **Minimum Environmental Expectations:*** Must be willing to work in all types of weather.
* Must be willing to work in tight and dirty spaces.
 |