REAP Job Announcement

Energy Education Coordinator

Renewable Energy Alaska Project (REAP) is seeking an Energy Education Coordinator to work as the Regional Energy Catalyst for the Sustainable Southeast Partnership (SSP). The Coordinator will oversee REAP’s science, technology, engineering and math (STEM) education and outreach efforts in Southeast Alaska while working as part of the greater SSP effort. The Coordinator will also perform other clean energy outreach and education in Southeast and assist with REAP’s broader goals, events and campaigns throughout the year.

Location: Juneau or Sitka, Alaska

Responsible to: The Energy Education Coordinator reports to REAP’s Executive Director. He or she will also work closely with other REAP staff as well as the SSP Director, SSP Regional Catalysts and SSP Community Catalysts.

Background: Renewable Energy Alaska Project (REAP)
REAP is the only non-profit in Alaska with a statewide focus on energy efficiency and renewable energy education and advocacy. Based in Anchorage, REAP is a coalition of over 75 electric utilities, businesses, clean energy developers, conservation groups, Alaska Native organizations, educational institutions and local, state and federal entities. Since its founding in 2004, REAP has worked to educate policy makers and the public through presentations, conferences, public forums, earned media, in-person meetings and other events. Visit http://alaskarenewableenergy.org to learn more.

Background: Sustainable Southeast Partnership (SSP)
The SSP develops the capacity of Southeast Alaska communities and creates projects that model triple-bottom-line approaches to sustainable development. SSP has a unique structure. Community Catalysts are employed by partner organizations and tribes to help local residents design and deploy projects to address community priorities. Regional Catalysts work closely with community catalysts to implement projects that target improved food, energy, natural resource, and economic sustainability. Current SSP Community Catalysts operate in the Alaska Native communities of Hoonah, Hydaburg, Kake, Kasaan, Klawock, Sitka, and Yakutat. Visit www.sustainablesoutheast.net to learn more.

Key Responsibilities Include:

- Promoting K-12 STEM education curricula including AK EnergySmart and Wind for Schools
- Conducting community assessments on energy literacy
- Selecting measurable indicators of change in energy literacy and identifying community projects intended to increase it
- Working with SSP Community Catalysts on project design, implementation and monitoring
- Planning and executing approximately 15 outreach trips per year, including arranging and presenting energy education teacher workshops and classroom visits
- Regular communications with each of the SSP Community and Regional Catalysts
- Regular communications with the SSP Director and REAP Executive Director
- Regular communications with REAP’s Energy Education Director
• Regular communications with REAP’s Director of the Alaska Network for Energy Education & Employment (ANEEE)
• Monthly web meetings with other SSP Regional Catalysts
• Monthly blog updates, quarterly reports and a written year-end report
• Participating in all SSP scheduled meetings (e.g. annual staff retreat, annual conference)
• Collecting photos, videos, interviews, etc. for use in outreach efforts
• Designing new online and print resources for educators to supplement existing curriculum resources
• Assisting REAP’s Energy Education Director with the administration of the AK EnergySmart website
• Interfacing regularly with educators and school administrators, managers of federal, state and local clean energy programs, actors in the clean energy industry, and civic and business leaders in Southeast Alaska
• Assisting REAP staff with event creation and management, including event logistics
• Staying abreast of current news related to energy policy and clean energy
• Staying alert for energy education funding opportunities

Minimum Qualifications:

• Bachelor’s degree or five years of experience in a relevant field
• Experience working with Indigenous and/or rural communities
• Proficiency communicating with the public both in writing and verbally
• Strong interpersonal communications and relationship-building skills
• Experience with cultivating funding and technical assistance opportunities
• Experience managing complex or multiple projects, including managing budgets and coordinating the work of other professionals and partners across multiple disciplines
• Holds or has held a state teaching license
• A high degree of self-motivation and the ability to work effectively as part of a team
• Research and proposal writing skills
• A willingness to travel and work in the rural communities of Southeast Alaska (approximately 1-2x/month).
• Proficiency in Microsoft Word, Excel, and PowerPoint
• Well organized and able to meet multiple deadlines
• Experience teaching in Alaska K-12 classrooms, and/or other relevant teaching, professional or educational background
• Experience teaching science and/or energy concepts or an educational background in science and energy

Additional Preferred Experience:

• Experience developing or editing K-12 curriculum
• Experience leading teacher workshops, and/or making other presentations to small groups
• Experience traveling and/or doing outreach in rural Alaska, or other equivalent cross-cultural experience
• Experience with and desire to work with Alaska Native communities
• Experience and passion for working and living in Southeast Alaska
• Capacity for catalyzing engagement and collaboration with individuals and groups from diverse backgrounds
• Ability to work within a network of organizations with varying goals and practices while finding common-ground solutions, mediating conflicts, and building collaborative partnerships
• Demonstrated leadership and ability to work effectively with and through others in a decentralized and geographically dispersed organization
• Knowledge of Alaskan institutions and energy infrastructure
• Experience working with non-profits
• Experience using Mac computing platforms, Adobe InDesign, WordPress, online communication platforms and online database systems

Working Conditions: The Coordinator will be the only REAP employee in Southeast. At times, the Coordinator may work at remote locations in variable weather conditions on difficult terrain, and under physically-demanding circumstances. This position will require frequent travel by jet, seaplane, and ferry to rural communities in Southeast Alaska.

Compensation: This is a permanent full-time position. Salary is commensurate with experience and qualifications. Includes paid personal leave and holidays and retirement benefits.

Application Deadline: REAP is looking for applicants who can start on or around September 1, 2018. Applications for this position will be accepted until August 17, 2018. Applications will be considered and interviews scheduled as they are received.

Application Process: Please email the following five items to l.darby@realaska.org

1) cover letter
2) résumé
3) at least one letter of recommendation
4) 2-4 other references
5) writing sample