

# FELLOWSHIP DESCRIPTION

The information below will be available to all fellowship applicants.  
Please type or paste responses directly into boxes, which will expand to fit.

Organization name:



Location (city/state): Denver OR Colorado Springs

Organization's website: Erc-co.org

**Yearlong Fellowship**  
(June 2018-May 2019)

**Summer Fellowship**  
(June-August 2018)

**Organization Mission/Goals (100 words or less):**

*May include a bulleted list of priorities or initiatives, in addition to mission statement.*

The Energy Resource Center exists to improve home energy efficiency, conserve energy, promote health, increase comfort and expand quality of life for Coloradans. We provide the opportunity for every Colorado household to maximize energy efficiency, eliminate hazards, and create a sustainable future.

Title of PIFP Fellow: Energy Technician

**Primary responsibilities of PIFP fellow (bulleted list; 100 words or less):**

50% of time communications: develop an agency-wide video communications strategy. Plan and execute video production/editing/social media posting.

50% of time performs a variety of home energy weatherization and insulation

procedures in accordance with established practices and field standards/ procedures.

1. Performs specific weatherization procedures
2. Installs insulation in attics, sidewalls, etc. in accordance with manufacturer's specifications and standards.
3. Operates a variety of calculation equipment including computerized blower door. Also, operates insulating machinery.
4. Utilizes power tools and other hand tools for repair work.
5. Conducts an educational component with each household.
6. Performs other related duties as assigned.

**Qualifications sought in PIFP fellow (bulleted list; 50 words or less):**

Include **Required** and **Preferred** sections, if applicable.

The successful candidate is unafraid of hard work, heat, cold, heights, tight spaces, or intimidating customers. They are a positive team-player, willing to learn and excited to serve others. They are a skilled and enthusiastic communicator with video production experience.

**Areas of skill/experience/background required in PIFP fellow:**

<input type="checkbox"/> Accessibility/disabilities	<input type="checkbox"/> Event Planning	<input type="checkbox"/> Politics
<input type="checkbox"/> Activism	<input type="checkbox"/> Finance/business	<input checked="" type="checkbox"/> PR/communications
<input type="checkbox"/> Advocacy	<input type="checkbox"/> Fundraising/development	<input type="checkbox"/> Public speaking
<input type="checkbox"/> Campaigning	<input type="checkbox"/> Government	<input type="checkbox"/> Qualitative research
<input type="checkbox"/> Children's issues	<input type="checkbox"/> Healthcare/health sciences	<input type="checkbox"/> Quantitative research
<input type="checkbox"/> Civil rights/social justice	<input checked="" type="checkbox"/> Human services	<input type="checkbox"/> Reproductive rights/freedom
<input type="checkbox"/> Coalition work	<input type="checkbox"/> Journalism/publications (print/online)	<input type="checkbox"/> Social science research/methodology
<input type="checkbox"/> Community/political organizing	<input type="checkbox"/> Law	<input type="checkbox"/> Statistical analysis
<input type="checkbox"/> Criminal justice	<input type="checkbox"/> Legislative process	<input type="checkbox"/> TV/radio
<input type="checkbox"/> Customer service	<input type="checkbox"/> LGBTQ issues	<input type="checkbox"/> Volunteer management
<input type="checkbox"/> Data analysis	<input type="checkbox"/> Lobbying	<input checked="" type="checkbox"/> Other: <u>Video production/editing</u>
<input checked="" type="checkbox"/> Digital media	<input type="checkbox"/> Marketing/sales	<input checked="" type="checkbox"/> Other: <u>Social media</u>
<input type="checkbox"/> Diversity/inclusion	<input type="checkbox"/> Performing/fine arts	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Domestic violence issues	Policy:	
<input type="checkbox"/> Economics	<input type="checkbox"/> Education	
<input type="checkbox"/> Editing	<input type="checkbox"/> Environment	
<input type="checkbox"/> Education	<input type="checkbox"/> Fiscal	
<input checked="" type="checkbox"/> Environmental issues	<input type="checkbox"/> Health	
	<input type="checkbox"/> Legislative	
	<input type="checkbox"/> Other: _____	

**Technology skills required in PIFP fellow:**

<input type="checkbox"/>	Adobe Creative Suite <i>(Acrobat, InDesign, PhotoShop)</i>	<input type="checkbox"/>	Graphic design <i>(infographics, etc)</i>
<input type="checkbox"/>	Blog platforms <i>(WordPress, Blogger)</i>	<input checked="" type="checkbox"/>	Microsoft Office Suite <i>(Word, Excel, PowerPoint)</i>
<input type="checkbox"/>	Database management <i>(Salesforce, GiftWorks, Wild Apricot)</i>	<input checked="" type="checkbox"/>	Video/film production
<input type="checkbox"/>	Digital marketing/outreach <i>(Twitter, Instagram, Facebook, etc)</i>	<input type="checkbox"/>	Website design/management <i>(WordPress, SquareSpace, etc)</i>
<input type="checkbox"/>	E-newsletter platforms <i>(MailChimp, Constant Contact, Vertical Response)</i>	<input type="checkbox"/>	
<input type="checkbox"/>	GIS	<input type="checkbox"/>	Other: _____

**Certifications  
Required:**

WFA   
 WFR   
 First Aid   
 CPR

Other: We will provide training, if candidate does not already possess.

**Language Skills  
Required:**

English   
 Spanish

Other: English is required, Spanish is desirable.