



Green Iowa AmeriCorps



2022 OUTSTANDING PROGRAM OF THE YEAR
America's Service Commissions



AmeriCorps

Greater Des Moines Habitat for Humanity

95 University Ave., Suite 1, Des Moines, IA 50314

Sustainable Homes and Neighborhood Resilience Specialist

Three positions available | Sustainable Homes Team

Terms of Service

Position Type	Service Length	Hour Commitment	Living Allowance	Segal Education Award
Three-quarter-time (TQT)	11 months	1,200 hours (28-30 hours/week)	\$18,000/term (\$1,636.36/month)	\$5,176.50/term

Anticipated service schedule: 9:00 a.m. to 3:00 p.m., Monday through Friday, with occasional evening and weekend service as projects require.

Host Site Overview

Seeking to put God's love into action, Greater Des Moines Habitat for Humanity brings people together to build homes, communities and hope. Habitat creates, preserves and champions homeownership affordability through affordable homeownership, owner-occupied repair and resident-informed neighborhood revitalization.

The Neighborhood Revitalization and Home Preservation team helps homeowners complete needed repairs, accessibility modifications and energy-saving improvements so they can remain safely in their homes. The team also partners with residents, neighborhood organizations, local governments and community groups to strengthen neighborhood assets across Polk, Dallas, Jasper and Warren counties.

Greater Des Moines Habitat has a long history of hosting AmeriCorps members and has served as a Green Iowa AmeriCorps host site since 2016. Members are integrated into Habitat's staff team while also participating fully in Green Iowa training, service and reporting requirements.

Position Overview

Sustainable Homes and Neighborhood Resilience Specialists help homeowners improve the comfort, safety, affordability and environmental performance of their homes. Members combine building science and hands-on residential service with homeowner education, community outreach, volunteer engagement and neighborhood-based projects.

All three members share the same title and position description. They will be cross-trained and will rotate lead and support assignments in three areas: residential services and quality; scheduling, equipment and data; and community education, outreach and volunteer engagement. Rotating assignments allow members to develop a broad skill set while giving the team clear ownership of weekly priorities.

This is a team-based service position. Every member will conduct residential resiliency services, support Habitat projects, contribute to outreach and education, and help maintain accurate program records. Assignments will vary by season, homeowner needs and neighborhood priorities.

Member Duties

1. Sustainable Homes and Residential Resiliency

- Complete required training and certification for residential energy assessment and weatherization services, including blower door operation and residential safety testing.
- Conduct courteous, professional whole-home energy assessments and pre- and post-weatherization testing for participating households.
- Install approved energy-efficiency and weatherization measures within the member's training and scope, and support distribution of energy saver kits.
- Explain assessment findings, completed improvements and practical energy-saving recommendations to homeowners in clear, respectful language.
- Prepare or help prepare homeowner service summaries and connect households with relevant Habitat, utility, rebate, incentive or community resources.
- Listen for home repair, safety or accessibility needs that are outside Green Iowa's scope and route those needs to Habitat staff for appropriate follow-up. Members do not determine program eligibility or funding.
- Maintain accurate residential service, weatherization and energy-impact logs, including data needed to document outputs and estimated savings.
- Maintain, organize and safely transport assessment equipment, tools, retrofit materials and energy saver kit supplies.
- Follow Habitat, Green Iowa and jobsite safety procedures and help maintain consistent service quality.

2. Home Preservation and Construction Support

- Serve alongside Habitat staff, contractors and volunteers on owner-occupied repair projects, within training and allowable AmeriCorps service activities.
- Build practical skills through projects that may include doors, windows, ramps, steps, grab bars, accessibility features and other health, safety or energy-related improvements.
- Participate in Habitat construction or volunteer build days as scheduled to strengthen residential construction skills and team connection.
- Help homeowners understand how sustainable home improvements, routine maintenance and available repair resources support long-term housing stability.

3. Neighborhood Revitalization, Education and Outreach

- Develop and facilitate practical education for residents, volunteers, youth and community partners on home energy efficiency, weatherization, sustainable home practices and related environmental topics.
- Identify and support community events, school activities, neighborhood meetings, workshops, tabling opportunities, Earth Week, AmeriCorps Week and National Days of Service.
- Build relationships with neighborhood associations, community-based organizations, local governments, schools and other partners that can connect residents with services.
- Conduct neighborhood outreach through canvassing, flyers, digital promotion, presentations, demonstrations and homeowner referrals, following Habitat communication guidance.
- Create or adapt clear educational and promotional materials with Habitat staff and communications partners.
- Recruit, orient and support volunteers for energy-efficiency, neighborhood and service projects.
- Support Rock the Block and other resident-informed neighborhood revitalization activities that align with Habitat priorities.
- As projects and funding allow, support Habitat-aligned environmental activities such as tree planting, pollinator or vegetable gardens, healthy-yard education, waste reduction or resource conservation.

4. Team Operations and Program Accountability

- Respond to homeowner phone, voicemail, email and web inquiries in a timely, professional manner and route questions to the appropriate Habitat staff member when needed.
- Schedule residential services, confirm appointments and help organize efficient weekly routes and workflows.
- Maintain the shared calendar, contact lists, outreach records, equipment inventory and supply requests needed for smooth team operations.
- Participate in team planning meetings and rotate facilitation or lead assignments as directed by the site supervisor.

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Greater Des Moines Habitat for Humanity Position Description

- Maintain detailed timekeeping and Green Iowa Reporting Logs for service activities, educational programs, outreach, volunteers and direct service.
- Help compile accurate monthly and quarterly activity information for host-site and Green Iowa reporting.
- Complete a Professional Development Project and participate in mandatory AmeriCorps trainings, including Orientation, Life After AmeriCorps and National Days of Service.
- Support teammate projects and other Habitat or Green Iowa service activities that fit the position's purpose and allowable service scope.

Training and Career Development

No prior building science, construction or energy-efficiency experience is required. Green Iowa and Greater Des Moines Habitat will provide and pay for the technical training and certifications needed to perform assigned service activities.

Key Training

- Building Performance Institute (BPI) Building Analyst - Technician certification or an equivalent instructional pathway
- Blower door operation, whole-home energy assessment and residential safety testing
- Weatherization, retrofit installation, quality assurance and energy saver kit delivery
- Construction materials, hand and power tool use, jobsite safety and applicable Habitat safety training
- Basic home repair, accessibility modification and sustainable construction practices
- Trauma-aware, culturally responsible, and respectful homeowner communication and customer service
- Volunteer management, project development and team leadership
- Community outreach, public speaking, lesson planning and educational facilitation
- Data collection, impact tracking, reporting and common office or project-management technology

Skills and Experience Members Can Gain

This position creates direct connections to careers in residential energy efficiency, building performance, weatherization, housing rehabilitation, sustainable construction, community development, nonprofit service and public engagement.

- Hands-on experience using building science tools and completing whole-home assessments
- Practical weatherization, retrofit, home repair and construction skills
- Experience translating technical findings into useful information for homeowners
- Project coordination, scheduling, inventory management and quality-control experience
- Data collection and reporting skills tied to measurable household and environmental outcomes
- Public speaking, facilitation, outreach, partnership-building and volunteer-management experience
- Experience serving with a well-known affordable housing organization and a statewide environmental service program
- Professional connections with Habitat staff, Green Iowa members, community partners and environmental or housing professionals

Ideal Candidate Qualities

We welcome applicants with many kinds of lived, educational and work experience. A strong candidate will bring curiosity, reliability and a commitment to learning. Helpful qualities include:

- A strong commitment to safety and respect for homeowners, volunteers and teammates
- Clear verbal and written communication with people from diverse backgrounds
- Organization, attention to detail and follow-through across multiple projects
- Ability to work both independently and as part of a collaborative team
- Comfort asking questions, receiving feedback and seeking help when needed
- Adaptability, problem-solving and willingness to serve indoors and outdoors in changing conditions
- Basic computer skills and willingness to learn Microsoft 365, shared calendars, data systems and design or presentation tools
- Interest in sustainable homes, energy efficiency, housing, construction, community engagement or neighborhood revitalization

Minimum Member Qualifications

- Be a high school graduate, GED recipient or working toward a high school diploma or GED during the term of service
- Be 17 years of age or older; applicants who are 17 require parental consent
- Pass a national service criminal history check
- Hold one of the following citizenship statuses: U.S. citizen, U.S. national or lawful permanent resident
- Have a valid driver's license and be able to travel to homes and service sites in the Greater Des Moines Habitat service area
- Be able to perform the essential service activities with or without reasonable accommodation

Green Iowa AmeriCorps Performance Metrics

Members work with the host site and community partners to contribute to Green Iowa AmeriCorps performance measures. Each metric reflects program-wide totals. Activities at Greater Des Moines Habitat are expected to include:

- **Educational Programming:** Engage participants in environmentally focused lessons and activities.
- **Community Outreach:** Engage community members and outside volunteers in service activities.
- **Additional Direct Service:** Complete energy-efficiency services such as whole-home assessments, weatherization, residential retrofits and energy saver kit distribution.
- **Habitat-Aligned Environmental Service:** When incorporated into Habitat neighborhood priorities, contribute to tree planting, garden or healthy-yard projects, waste reduction education or other resource-conservation activities.

Site Supervision and Team Connections

Primary Site Supervisor: Kaleb Steven, Neighborhood Revitalization Program Manager

Department Lead: Sadie Gasparotto, Director of Neighborhood Revitalization and Home Preservation

Members will work closely with Home Preservation project managers, the Home Preservation Program Manager, the Neighborhood Revitalization Manager, the Intake Coordinator, Volunteer Engagement, Marketing and Communications, construction staff, community partners, other AmeriCorps members and participating homeowners.

The Sustainable Homes Team brings together environmental service and Habitat's housing mission. Members help households use less energy, improve home comfort and safety, connect with repair resources and participate in stronger, more resilient neighborhoods.

Green Iowa AmeriCorps is managed by the University of Northern Iowa's Center for Energy and Environmental Education.

