

WALLOWA



RESOURCES

COMMUNITY | EDUCATION | STEWARDSHIP

JOB ANNOUNCEMENT

Community Energy Project Coordinator

Wallowa Resources is seeking qualified candidates for the position of Community Energy Project Coordinator. The successful applicant will work alongside the Wallowa Resources' Community Energy Program Manager to support renewable energy (micro-hydro, solar) projects, residential, farm and commercial energy efficiency projects, provide program administrative support as assigned and support campgrounds maintenance on US Forrest Service sites.

The Coordinator reports directly to the Wallowa Resources Community Energy Program Manager and indirectly to the Wallowa Resources Executive Director. The Coordinator works in partnership with landowners, renewable energy project proponents, funding entities such as Energy Trust of Oregon and others.

Qualifications: *The following are desired to successfully perform the Essential Job Duties and Responsibilities.*

- Pre-technical degree or background in electrical, mechanical or related fields, or relevant technical experience and aptitude.
- Experience managing and prioritizing tasks from multiple sources. Experience working with multiple partners/stakeholders on a single project preferred,
- Facilitation skills and meeting organization, including agenda development with diverse teams to help the group successfully achieve collective goals,
- A valid Driver's License, or ability to get one, and an acceptable driving record according to WR's auto liability policy requirements
- Ability to pass a pre-employment background check.

Location: This is a full-time position in Enterprise, Oregon.

Salary & Benefits: \$37,000 to \$55,000 annually dependent on experience. Wallowa Resources offers excellent benefits and flexible work policies.

Application: Applicants must submit a cover letter expressing interest and identifying relevant competencies and experiences, together with a resume, and a list of at least three references. Applications should be submitted to info@wallowaresources.org (Attn: Joni Maasdam), or by mail at 401 NE 1st Street, Suite A, Enterprise, OR 97828 by 4:00 p.m., April 30, 2024. For more detailed information please visit wallowaresources.org.