



## BPI Technical Trainer at EnerCity Collaborative

**Location:** On-site (Portland, OR)

**Job Type:** Contract Basis

**About Us:**

EnerCity Collaborative (ECC) is a nonprofit that began its work in 2022. ECC provides education and job training opportunities for BIPOC at the frontline of climate change, helping them identify, understand, and pursue their contribution to a clean energy future by: 1) building a diversified workforce of clean energy residential contractors 2) increasing community health by improving the durability, resiliency, and indoor air quality of people's homes, and 3) increasing training to minority contractors and community members' to help them better understand the intersection between a healthy home and an energy efficient home.

**Reports To:** Green Workforce Training and Development Program Manager

**Job Summary:**

EnerCity Collaborative is seeking experienced and certified Building Performance Institute (BPI) trainers to deliver training for students and contractors preparing for the BPI Building Analyst Technician (BA-T) and Building Analyst Professional (BA-P) programs on a contract basis. The ideal candidate will have a strong background in building science, energy auditing, and hands-on field experience, along with exceptional instructional skills in facilitating engaging, hands-on learning in both classroom and field settings.

**Key Responsibilities:**

- Deliver engaging and effective culturally specific training sessions for BPI BA-T and BA-P candidates, including classroom instruction, hands-on demonstrations, mentoring, and field training.
- Co-teach effectively by collaborating with fellow trainers to plan, deliver, and assess instruction in a shared classroom and field environments.
- Ensure compliance with BPI standards and protocols throughout the training and proctoring process.
- Proctor written and field exams in accordance with BPI proctor guidelines.
- Provide constructive feedback to students to help them succeed in certification exams.
- Maintain accurate training records and submit required documentation to EnerCity Collaborative and BPI.
- Stay updated on industry trends, BPI standards, and advancements in building performance.
- Assist in curriculum development and updates as needed.
- Foster a positive and inclusive learning environment for students of varying experience levels.
- Be a steward of the training center which may involve any combination of the following responsibilities: preparing the space and equipment, maintaining equipment, cleaning up the space, managing the daily flow of training

### **Qualifications & Requirements:**

- 7+ years of experience in building science principles, residential construction, energy auditing, combustion safety, diagnostic testing, and indoor air quality.
- Currently or previously BPI Certified in Building Analyst Technician (BA-T), Building Analyst Professional (BA-P) and/or BPI Energy Auditor
- Hands-on experience using the following to diagnose residential home issues: blower doors, duct blasters, combustion analyzers, and other energy auditing and diagnostic equipment.
- Excellent communication, presentation, and interpersonal skills.
- High level of cultural competency and ability to adapt teaching methods to different learning styles
- Reliable, professional, and committed to student success.
- Experience with Google Suite and/or Microsoft Suite; Gmail; basic knowledge of file directories and timekeeping.

### **Preferred Qualifications:**

- BPI Certified in Quality Control Inspector (QCI); RESNET HERS Rater; Interstate Renewable Energy Council Instructor accredited
- BPI Certified as an online and in person proctor
- Prior experience/background teaching workforce development or adult education
- Experience with Snugg Pro and/or other energy modeling software
- Knowledge of HVAC and whole-house ventilation systems

### **Compensation & Contract Terms:**

- We are looking for a 2 year commitment with availability to teach and proctor at least one cohort (BA-T and BA-P) a year.
- Fixed rate per training and proctoring session for BA-T and BA-P.
  - Paid in installments: BA-T training and mentoring; BA-T proctoring; BA-P training; and BA-P proctoring.
  - \$14,650 total per cohort assuming 14 students
  - Pay includes prep, admin, and review time, as well as 14 days of in person student interaction.
- Trainers may be invited to support additional workforce development efforts, including short-term workshops, contractor mentorship, or youth-focused PSA training opportunities, as capacity and funding allow.

### **How to Apply:**

Interested candidates should submit a resume, cover letter, and proof of industry certifications to Victoria James at [vjames@energycitycollaborative.org](mailto:vjames@energycitycollaborative.org). We will begin application review by 8/1/25.

EnerCity Collaborative is an equal-opportunity employer and encourages applications from diverse candidates. In your cover letter please answer the following prompts:

- 1) Why are you interested in this trainer/proctor position that serves mainly frontline and BIPOC communities?
- 2) Tell us about your entry into and career progression through the industry
- 3) Tell us about your experience mentoring, teaching, or training other people in the trade/industry