

Energy Navigator

Position Details

WSU's Commitment to Equal Opportunity

Weber State University is an Equal Opportunity Employer committed to creating an environment welcoming to all individuals. We strive to create a culture where everyone feels valued and appreciated. All qualified applicants will receive consideration for employment without regard to protected categories, such as disability, sex, sexual orientation, gender identity, race, religion, national origin, veterans status, or others, as required by law and university policy (see Weber State University's Policy and Procedure Manual 3-32).

Position Information

Position Title	Energy Navigator
Requisition Number	S02165P
Position Category	Staff
Campus Location	Off Campus
Hours per week	40
Months per year	12
Alternate work schedule	Some evenings and weekend hours will be required, and occasional travel opportunities will be available.
Pay Grade	N27
Salary	
FLSA	Non-Exempt
Job Summary/Basic Function	<p>The Energy Navigator serves as a technical and strategic resource for Utah residents and small business owners seeking to reduce greenhouse gas emissions through efficiency, clean energy, electrification, and water conservation upgrades. A key team member of the Weber State Sustainable Living (WSSL) initiative, this position delivers one-on-one coaching and educational support, with a focus on offering practical advice to empower community members to identify financing, rebates and incentives, and to implement clean energy and water conservation upgrades. The navigator will be a clean energy champion, working towards delivering on the Beehive Emissions Reduction Plan (BERP) deliverables, as well as assisting Weber State reach its goal to help the region strive for carbon neutrality by 2050.</p> <p>This role requires a well-rounded understanding of building systems, renewable energy, and efficiency technologies, as well as a passion for advancing clean energy, and the interpersonal and communication skills necessary to build trust. The Energy Navigator will also contribute to grant reporting, provide training for fellow staff, and represent WSSL on technical working groups.</p>
Required Qualifications	<p>Required:</p> <ul style="list-style-type: none">• Background in clean energy systems (e.g., HVAC, solar, energy auditing), building science, energy engineering, construction management, or related field.• An associate's degree in a relevant field, or the equivalent combination of education and experience
Preferred Qualifications	<p>Preferred:</p> <ul style="list-style-type: none">• Bilingual in English and Spanish.• Demonstrated ability to deliver practical technical support and resources to a variety of populations.• Ability to work independently and as part of a multidisciplinary team.• Professional certification(s) such as:<ul style="list-style-type: none">• BPI (Building Performance Institute)• LEED (Leadership in Energy and Environmental Design)

	<ul style="list-style-type: none"> • HERS Rater, NATE, or relevant energy/green building credentials • Association of Energy Engineers certifications, such as CEA, BEP, EEP • Experience with incentive programs, energy rebates, or state/federal clean energy grants. • Familiarity with project management tools and systems for tracking deliverables. • Experience in sustainability or climate action programs within a community-based or public sector setting. • Experience training, mentoring, or supervising interns or staff. • Communications experience including one or more of the following: technical writing, presentations, consulting and/or community engagement.
A successful candidate will be willing to	
Background Check?	Yes
Benefits Summary	WSU offers a generous benefits package that includes medical, dental, long-term disability, life insurance, retirement, a wellness program with release time and paid incentives, tuition benefits, free tickets to athletic and performing arts events, and paid holidays, vacation, and sick leave.
Posting Detail Information	
Job Open Date	09/10/2025
Review Date	09/21/2025
Job Close Date	
Open Until Filled	Yes
Notes to Applicant	<p>Unable to provide immigration sponsorship for this position. This position is a yearly-contract position, contingent on the continuation of the current multi-year grant funding and may require occasional evening or weekend hours for events or community engagement. Travel within the state of Utah may also be possible.</p> <p>If you are passionate about what you could offer and accomplish here at WSU, we would love to hear from you. The annual salary for this position starts at \$50,000 and may go up from there depending on candidate qualifications. The position comes with a generous benefits package.</p> <p>To apply, please complete the online application and attach a cover letter, current resume, the names and contact information for three professional references, and a writing sample as "other document 1".</p> <p>For qualification determination, your application and/or resume must address the required and preferred qualifications and must contain average number of hours worked per week and the dates of employment (i.e., month/year to month/year or month/year to present). If your resume does not contain this information, your application may be considered incomplete.</p> <p>Screening of applications will begin September 21, 2025. Position will remain open until filled.</p> <p>Criminal background check required as a condition of employment.</p>
Quick Link for Direct Access to Posting	https://jobs.weber.edu/postings/26361

ADA Essential Job Function

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Physical Activity of this position	<p>Ascending or descending ladders, stairs, scaffolding, ramps, poles etc., using feet and legs and/or hands and arms. Agility is emphasized. Important if the amount and kind of climbing required exceeds that required for ordinary locomotion. - Office location requires climbing stairs, Moving about on hands and knees or hands and feet. - to weed landscape, Moving about to accomplish tasks, particularly for long distances or moving from one work site to another. - to clean SPARC Home, Using upper extremities to press against something with steady force in order to thrust forward, downward or outward. - to clean SPARC Home , Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion. - to mow SPARC Home landscape, Lifting. Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles. , Expressing or exchanging</p>
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	ideas. Those activities in which they must convey detailed or important instructions to other workers accurately or quickly. , Ability to receive detailed information with or without assistance., Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.
Physical Requirements of this position	Medium work. Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
Visual Acuity Requirements including color, depth perception and field of vision.	Required to perform activities such as preparing and analyzing data and figures; transcribing; using a computer terminal; extensive reading., Required to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned (i.e., custodial, food services,) or to make general observations of facilities or structures (i.e., security guard, inspection).
The conditions the worker will be subject to in this position.	The worker is subject to environmental conditions. Protection from weather conditions but not necessarily from temperature changes. , The worker is subject to outside environmental changes. No effective protection from the weather. , The worker is subject to both environmental conditions. Activities occur inside and outside. , The worker is subject to noise. There is sufficient noise to cause the worker to shout in order to be heard above ambient noise level., The worker is subject to vibration. Exposure to oscillating movements of the extremities or whole body. , The worker is subject to hazards. Includes a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places, exposure to high heat or exposure to chemicals. , The worker is subject to atmospheric conditions. One or more of the following conditions that affect the respiratory system or the skin: fumes, odors, dust, mists, gases, or poor ventilation.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Are you bilingual (English and Spanish)?

- Yes
- No

2. * How did you hear about this employment opportunity?

- jobs.weber.edu
- KSL
- Chronicle of Higher Education
- Higher Ed Jobs
- Agency Referral
- Personal Referral
- Internal Job Posting
- Advertisement/Publication
- Other web advertisement
- Other

3. * Do you have or have you ever been issued a W# By Weber State University? Yes or No. If yes, please enter your W# (W followed by eight numbers).
(Open Ended Question)

4. * Will you now or in the future require sponsorship for employment status (e.g. H-1B visa status)?

- Yes
- No

Documents Needed to Apply

Required Documents

1. Resume
2. Cover Letter
3. Other Document 1
4. List of References with Contact Info

Optional Documents