



NeighborImpact

Supporting People. Strengthening Communities.

Do you have at least one-year experience in customer service? Do you want to come to work every day knowing what you do helps support your local community? If you are flexible, have a great attitude and want to work for one Oregon's 100 Best Non-Profits, then the Energy Assistance Advocate position with NeighborImpact might be for you!

Energy Assistance Advocate I

Location: Bend

Compensation: \$20.44/hour (plus \$0.50/hour for bilingual Spanish)

Hours: Regular full-time (40 hours/week)

Benefits: 100% premium paid Medical, Dental, Vision and Life Insurance, Agency paid Retirement plan (up to 6%), almost 16 weeks of paid time total accrual during the first five years (increases after that), plus 10 paid Holidays annually and a separate sick leave accrual

Deadline: Position remains open until filled

NeighborImpact Overview

At NeighborImpact, we change lives by helping Central Oregon families access skills for success, family services, financial assistance, food, housing, weatherization and energy assistance. Our values are Respect, Compassion, Collaboration, Accountability, Integrity, Excellence, Responsiveness, and Oriented towards positive change. We are Leaders in the field of poverty alleviation.

Overview of Key Duties and Responsibilities:

This position provides both direct client assistance and referrals to NeighborImpact programs at agency offices throughout Central Oregon. The Energy Assistance Advocate I will deliver Energy Assistance to clients, working as part of the tri-county Energy team. The position also provides information and referral to persons seeking assistance from other NeighborImpact programs and may act as the local liaison to services from these programs. The Energy Assistance Advocate I may be asked to represent NeighborImpact at selected community events and meetings. This position is an essential part of the NeighborImpact Team working to advance the mission and demonstrate our core values. This position will require bilingual (English/Spanish) proficiency at certain office locations.

POSITION QUALIFICATIONS:

- Covid-19 Vaccine Required
- High School Diploma or equivalent GED required. Associates Degree preferred
- Bilingual language skills preferred, required at certain locations
- One year experience working in a paid customer service environment
- Experience working as a successful member of team
- Experience working with people experiencing crisis situations preferred
- Experience working effectively and positively with people of different ethnic, cultural and socioeconomic backgrounds required
- Intermediate computer skills required including working knowledge of Outlook, Word, Excel, and internet navigation
- Prior to date of hire and throughout employment:
 - Valid driver's license.
 - Proof of current auto insurance.
 - Access to reliable transportation required.
 - Satisfactory criminal background check required

For further details and instructions on how to apply, please visit our Website at www.neighborimpact.org/jobs

Job posting 8/8/22. For a complete job description visit our Website at: <http://www.neighborimpact.org/> and click on the "Work For Us" tab. We celebrate inclusion and diversity of thought, culture and background, which helps to connect the entire NeighborImpact family. NeighborImpact is an Equal Opportunity Employer. We do not discriminate based on race, religion, color, national origin, sex, sexual orientation, gender identity, age, veteran status, disability status, pregnancy or any other characteristics protected by applicable law. Employment at NeighborImpact is based solely upon qualifications, merit and business need. We are committed to building a staff that represents the individuals and families we serve and therefore encourage applicants from historically underrepresented groups to apply for employment at NeighborImpact. If you need an accommodation, please reach out to hrrecruiting@neighborimpact.org.