



## **Cornell Cooperative of Sullivan County \* Liberty, NY**

**Overview:** Cornell Cooperative of Sullivan County is seeking a **Energy Hubs Program Manager** in Liberty.

The Energy Hubs Program Manager's responsibilities include, establishing and maintaining relationships and working with community partners and local stakeholders to lend energy efficiency and clean energy programs addressing energy insecurity. This position will implement programs that deliver information and provide education in a wide variety of settings, including, but not limited to: outreach at community events; presenting before large audiences; connecting with audiences and stakeholders via one-on-one phone calls; following up with leads/clients to provide additional information; assisting leads/clients with navigating every step of applying for relevant energy efficiency and clean energy programs available to them; helping troubleshoot obstacles to adopting clean energy strategies; coordinating with local energy contractors in providing accurate information on the programs, etc. This position will work with community groups, energy contractors, supervisor and other team members to coordinate, manage and implement engaging educational programs, including assisting with training, engaging and/or coordinating the work of volunteers and interns in program delivery.

**Skills required to perform the job;**

Public Speaking  
Customer Service  
Outreach  
Coordination

**Requirements:**

Reference Check  
Own Car  
Valid NY State Driver License  
Bachelor's Degree  
1 year of Experience

**Shift, Salary, and Benefits;** This is a Full-Time position, 8:30 AM - 4:30 PM, Monday - Sunday, First and Second Shift, \$58,500 Annually, Benefits include; Health Insurance, Dental Insurance, Paid Vacation, Paid Sick Leave, Holidays, and 401K/Retirement.

**To apply** contact Colleen Monaghan by email at [sullivan@cornell.edu](mailto:sullivan@cornell.edu), or by calling 845-292-6180, or in person at the Cornell Cooperative Extension Sullivan County, 64 Ferndale-Loomis Rd., Liberty, NY 12754.