



Phius Certification Team Member

Phius (Passive House Institute US), located in Chicago, Illinois, is seeking a full-time member to join the Project Certification Team.

About Phius:

Phius is a 501(c)(3) organization committed to making high-performance passive building the mainstream market standard. Phius is transforming the building sector by developing and promoting climate-specific standards, practices, and certifications for buildings, professionals, and products to create structures that are durable, comfortable, healthy, and super energy efficient.

Buildings that meet the Phius standard use 40 - 60 percent less energy than conventional buildings. They both mitigate climate change by reducing carbon emissions, and adapt to it--they are extremely resilient.

Founded in 2003, Phius has trained more than 4,000 architects, engineers, energy consultants, energy raters, and builders to design, build, and retrofit buildings to the Phius passive building standard.

Phius' project certification is at the foundation of its work. Phius certifies projects through intensive design review and on-site quality assurance protocols. The certification process provides project teams design and construction guidance.

The Position:

We are seeking a talented individual to join the Phius certification team.

The certification team member will manage a varied workload including but not limited to the review of a wide variety of Phius projects of all building typologies throughout all climate zones. Depending on the background of the selected candidate, tasks can range from:

- Reviewing architectural and construction drawings and plans for compliance with Phius standards and best practices
- Communicating/responding to general inquiries from certified passive house professionals or external organizations
- Certification record maintenance and other administrative tasks
- Reviewing whole-building energy models for compliance with Phius and best practices
- Developing training materials or presentations

- Research projects and certification protocol development
- Database updates and general programmatic updates

The position will report to the certification manager of Phius but will be expected to work independently to achieve goals and targets. The position would ideally be Chicago-based, however could be located elsewhere for a candidate with the right fit and after having been trained in the Chicago office for at least three months. Some travel may be required as necessary.

Phius offers a dynamic, collaborative work environment in a fast-paced team setting. The position includes paid holidays, personal leave, 403(b) and health insurance benefits. Salary will be commensurate with experience.

Preferred Qualifications:

- 3+ years of experience working in passive building or a related high-performance building field
- Building science background
- Energy modeling experience
- Proficiency with software generally, such as Microsoft Office, Google Docs, and internet best practices
- Communication and organizational skills

The ideal candidate would also have:

- Experience reading architectural drawing sets
- Experience in WUFI Passive, THERM, WUFI Pro, Google SketchUp
- Certified Passive House Consultant (CPHC) status
- Understanding of building mechanical systems
- Experience with client communication

To Apply:

Please email jobs@phius.org with your resume and cover letter (.doc .docx .pdf) outlining how you meet the specific requirements of the position. Applications submitted without a resume or cover letter will not be considered.

No phone calls, please. Due to the volume of applications received we are not able to respond to every inquiry. We will only be following up with serious applicants who meet our requirements and have submitted the requested information.

Phius is an Equal Opportunity Employer (EEO).