

The U.S. Department of Energy (DOE) and the National Institute of Building Sciences (NIBS) are working with industry stakeholders to develop voluntary national guidelines that will improve the quality and consistency of commercial building workforce credentials for five key energy-related jobs.

Improving Building Performance

Improving the operational performance of the nation’s offices, schools, hospitals, and other commercial buildings offers significant energy savings. It also requires highly skilled and qualified workers, particularly as building technologies become more advanced. Yet there are currently no national guidelines for energy-related professional credentials, posing a major barrier to the quality, consistency, and scalability of this workforce.

In the absence of national guidelines, many different workforce training, certificate, and certification programs have emerged. They address different scopes, assess different skills, and demonstrate varying degrees of quality and rigor. This array of credentialing programs creates confusion and uncertainty and adds cost to the industry. It also hampers the development of a quality workforce with clear pathways for professional skill development, and impedes progress in optimizing commercial building performance.

Better Credentials for a Better Workforce

The Better Buildings Workforce Guidelines will reduce the confusion and uncertainty around workforce credentialing.

- ▶ Credentials will be built upon a clear set of industry-developed guidelines.
- ▶ New and experienced professionals will better understand their training and certification options and seize opportunities to improve their technical skills.
- ▶ Employers, building owners, government officials and program administrators across the country can use the guidelines to identify skilled and qualified workers.

Facilitating a Successful Process

DOE will provide leadership and funding for the workforce guidelines project, while relying on industry subject matter experts to develop the technical content. DOE will also recognize credentialing programs that implement the guidelines and achieve third-party accreditation; and provide a way for these programs to distinguish themselves in the market. Finally, DOE will work with NIBS and industry stakeholders to educate and build broad-based support for use of the guidelines.

Project Scope	
Job Titles	Draft Job Descriptions
Commercial Building Energy Auditor	Assesses building systems and site conditions; evaluates equipment performance and energy consumption; develops recommendations to reduce energy, water, and associated costs to help clients meet established goals.
Commissioning Professional	Manages the development and implementation of a documented commissioning process to verify that new or existing buildings function according to the owner's requirements.
Energy Manager	Manages energy consumption in buildings or across facilities; performs continuous site evaluations and analyses; identifies opportunities to increase building efficiency, promote renewable resources, reduce costs, and increase building or facility performance.
Facility Manager	Monitors and coordinates facility operations; inspects the facility and analyzes data; forecasts future facility needs; supervises and communicates with staff to ensure efficient operations and the satisfaction of the facility occupants.
Building/Stationary Engineer	Operates, maintains, and/or repairs major commercial building equipment and systems to optimize performance and ensure the comfort and safety of occupants.

*These draft job descriptions will be modified by industry stakeholders developing the Better Buildings Workforce Guidelines.

Project Timeline



Engaging Industry Expertise

NIBS—a Congressionally authorized non-profit organization and respected building industry convener—will facilitate the guidelines development process. NIBS will create the Commercial Workforce Credentialing Council (CWCC) to drive the guidelines effort. The CWCC will be open to all interested industry stakeholders, including building owners, industry trade associations, credentialing bodies, energy efficiency advocates, utility program administrators, labor unions, the real estate community, and state, local and Federal officials.

For each job title, a committee of subject matter experts nominated by the CWCC will develop an industry-validated job task analysis (JTA), outlining key duties, tasks, knowledge, skills, and abilities. Based on the JTA, each committee will then develop complete guidelines:

- ▶ For competency-based **professional certifications**, the guidelines will consist of validated JTAs along with certification schemes identifying eligibility criteria and prerequisites, exam structures, recertification requirements, and other elements. Qualified industry certification bodies can use these guidelines to develop written and/or performance-based assessments, write test questions, screen candidates, administer examinations, and confer a nationally recognized professional certification.
- ▶ For assessment-based **certificate programs**, the guidelines will include content outlines and learning objectives derived from the validated JTAs. Certificate program providers can use these guidelines to inform curriculum development and approaches to instructional delivery, and to measure whether learning objectives are being met.

Third-party accreditation is the final component of the guidelines, required for DOE and the U.S. General Services Administration (GSA) recognition. Information on accreditation standards and accreditation bodies is available on the Better Buildings Workforce Guidelines website.

Aligning with Other Federal Efforts

The guidelines are being developed in close coordination with the U.S. Department of Labor Office of Apprenticeship; the U.S. Department of Education Office of Vocational and Adult Education; and the GSA Office of Federal High Performance Green Buildings. The guidelines will assist Federal agencies, and contractors serving them, in the successful implementation of the Federal Buildings Personnel Training Act, and the Veterans Skills to Jobs Act.

Project Outcomes

By spring of 2015, the Better Buildings Workforce Guidelines will be available for adoption by certification and certificate program providers, enabling them to develop new or revised credentials that are high quality, industry endorsed, and nationally recognized by DOE and GSA.

Participate

For more information on the Better Buildings Workforce Guidelines and how to get involved, and to sign up for project updates, please visit buildings.energy.gov/workforce. The guidelines project is part of DOE's Better Buildings Initiative, whose goal is to make our nation's buildings 20% more energy efficient over the next 10 years and accelerate private sector investment in energy efficiency.