

A vertical green textured background on the left side of the slide, resembling grass or a similar natural material.

# **Green Jobs Academy 4 Day Crew (Lead) Chief Course Schedule**

This slide provides an overview of the Crew Leader Job Task Analysis and Examination Blueprint for the residential energy efficiency industry.

# Day 1: Registration, Introductions, and Orientation



## Verbal Quizzes

Students will be tested on their understanding of the course material through periodic verbal quizzes during the class sessions.



## Hands-on Lab Exercises

Students will participate in practical, hands-on lab activities to demonstrate their ability to apply the concepts learned in the classroom.



## Written Quizzes and Tests

Students will be evaluated through written quizzes and tests to assess their comprehensive knowledge of the subject matter.

**Students will be assessed through a variety of evaluation methods to ensure they have a thorough understanding of the course material and can apply the knowledge and skills learned.**

# Day 2 Review

- **Role of the Crew Chief Presentation**

Covering the key responsibilities and tasks of the Crew Leader, including managing personnel, materials, and quality control on the job site.

- **Motivational, Communication and Leadership Skills**

Developing effective interpersonal and management skills to lead a retrofit crew, including motivating team members and communicating with homeowners.

- **Adult Learning Concepts Presentation and Exercises**

Exploring adult learning principles and techniques to deliver effective on-site training and skills development for crew members.

- **Effective Crew Management Presentation and Exercises**

Strategies and best practices for organizing and directing the work of a retrofit crew to maximize productivity and safety.

- **Maintaining Quality Control Presentation and Exercises**

Approaches to ensuring high-quality workmanship and verifying that all tasks are completed to specification.

- **Ongoing Training Presentation and Exercises**

Identifying opportunities for continuous learning and skills improvement for crew members to support professional development.

- **Advanced Blower Door Diagnostics/Zonal Pressure Testing**

In-depth training on advanced building performance testing techniques to identify and address complex air sealing and ventilation issues.

- **Safe Work Practices Presentation and Exercises**

Comprehensive review of safety protocols, PPE requirements, and procedures for identifying and mitigating job-site hazards.

- **Understanding a Work Order Presentation and Exercises**

Interpreting and executing the details of a work order, including necessary permits, documentation, and verification of completed tasks.

- **Building and Safety Codes Presentation and Exercises**

Familiarizing crews with relevant building codes, regulations, and standards to ensure compliance during the retrofit process.

# Day 3 Review

- **Equipment Tracking and Maintenance**

Presentation and exercises on proper tracking and maintenance of equipment used during the retrofit process

- **Materials tracking**

Presentation and exercises on effective methods for tracking materials inventory and usage

- **Warehousing Materials**

Presentation and exercises on best practices for storing and organizing retrofit materials in the warehouse

- **Identifying and inspecting combustion appliances**

Presentation and exercises on properly identifying and inspecting combustion appliances found in the home

- **CAZ Depressurization**

Presentation and exercises on conducting combustion appliance zone (CAZ) depressurization testing

- **Daily Test Out Summary Sheet**

Presentation and exercises on completing the daily test out summary sheet to document project progress and results

- **Combustion Equipment Safety**

Presentation and exercises on safely working with and around combustion equipment

- **Metering Timing Chart**

Presentation and exercises on using the metering timing chart to plan and execute the retrofit work

- **Safety and Efficiency Testing**

Presentation and exercises on conducting safety and efficiency testing throughout the retrofit process

- **Space Heater Policy**

Presentation and exercises on the company's policy and procedures for the use of space heaters

# Review and Testing



## Review Content Covered

The final day is dedicated to reviewing the key topics, concepts, and skills covered over the previous three days of the training program.



## Administer Comprehensive Tests

Participants will complete a series of written exams, performance-based assessments, and other evaluation methods to thoroughly assess their knowledge and abilities.



## Evaluate Student Performance

The test results will be used to evaluate each student's mastery of the material and identify any areas that may need additional support or review.

**The review and testing day is a critical component of the training program, ensuring that participants have truly grasped the key concepts and are prepared to apply their new skills in the field.**