



Become a Heat Pump Instructor

Are you experienced with heat pumps and ready to help shape the future of NYC building decarbonization?

Urban Green Council is seeking experienced professionals to join our instructor pool and help train the workforce driving New York City's transition to electrified, high-performance buildings. This position is contracted hourly based on demand for the course and is compensated at \$125/hour. This course will likely be taught 10-15 times in 2026 from a growing pool of instructors.

Our primary heat pump training, [*Match Made in HVAC: Choosing the Right Heat Pump for Your Building*](#), is currently undergoing a curriculum update to make it more NYC focused, and we are building a team of instructors to help refine and deliver the next iteration of this course.

This **2-hour training**, held on Zoom or in-person, focuses on one of the most critical stages of any electrification project: the early decisions. Participants learn how to:

- Evaluate when and why heat pumps are the right solution
- Select appropriate system types for existing commercial and multifamily buildings
- Avoid common design and implementation pitfalls
- Develop a strategic, building-specific electrification plan

The course is practical, technically grounded, and built for professionals actively navigating the transition away from fossil-fuel systems. The audience typically includes: Building owners and developers, architects and engineers, HVAC designers and contractors, facility managers, energy consultants and sustainability professionals.

We are seeking experienced, driven, and knowledgeable instructors who are excited to contribute both to curriculum development and to delivering high-quality, engaging training.

The person who will best succeed in this role:

- **Has knowledge and passion for sustainability and high performance buildings.** This person has professional experience in the green building industry and a keen interest in staying up to date with the latest industry trends.
- **Possess excellent communication, presentation, and interpersonal skills.** This person is a skilled communicator and confident public speaker, preferably with a background in training or presenting technical information. They effectively engage students by leveraging real-world experience, responding to student needs, simplifying complex topics and facilitating dynamic discussions.

- **Has specific heat pump expertise, particularly in NYC.** This person has direct experience with heat pumps, ensuring that our instructors bring the highest level of knowledge and experience to the classroom.
Has weekday availability. This person has a flexible schedule that has availability to teach classes during the workweek for Urban Green (with ample advanced notice). This position is not full-time; it is contracted hourly based on demand.

Instructor Responsibilities:

- Participate in the curriculum development process and instructor training.
- Thoroughly review course content and prepare to deliver an engaging and high-quality learning experience.
- Teach course using the approved curriculum
- Create a dynamic classroom experience, motivate students to participate throughout the course and accommodate different learning styles.
- Debrief with Urban Green staff on curriculum and course delivery.
- Administer and submit required documentation following courses, including attendance records and student evaluations.
- Stay up-to-date with current practices and continually improve knowledge and understanding of the field.

Required Experience

The instructor for this course should have the relevant work experience described below:

- 5 years of professional, hands-on experience in building energy systems or HVAC, ideally in heat pump system selection, design, installation, or Cx.
- Relevant professional backgrounds may include: mechanical engineer, HVAC designer, architect with HVAC specialization, building or construction professional, energy consultant, energy auditor, or sustainability professional with direct heat pump project experience.

How to Apply:

To apply, please complete the [Instructor Application](#). Select "Heat Pump Instructor" in the Position field. If your application is approved, you will be required to participate in a Heat Pump Instructor Training. Participating in an Instructor Training does not automatically qualify you as a Certified Instructor. Following the Instructor Training, Urban Green will evaluate and approve candidates.