**General Questions:**

**What is the ACBW Career Map?**  
A career map for four advanced commercial building workforce job titles that are the focus of the U.S. Department of Energy and National Institute of Building Sciences (NIBS) Better Buildings Workforce Guidelines effort, which demonstrate how these advanced energy-related commercial buildings jobs fit into a logical career progression from military, veterans and the building trades professions via an engaging web tool available to workers, employers, policymakers, education and training providers, and the human capital/workforce development community.

**Who mapped the path?**  
In collaboration with the Department of Energy Office of Energy Efficiency and Renewable Energy (DOE EERE) and the National Institute of Building Sciences (NIBS)/DOE Better Buildings Workforce Guidelines project, the Consortium for Building Energy Innovation (CBEI) worked with industry leaders including: the Pennsylvania State University and Facility Engineering Associates (FEA) to develop the ACBW Career Map.  (CBEI) ([http://cbei.psu.edu/ (link is external)](http://cbei.psu.edu/))

**What was the purpose of creating the ACBW Career Map ?**  
• To recruit new talent into the advanced commercial buildings industry  
• To lay the foundation for scaling up the workforce to meet the needs of an expanding industry  
• To explain that these advanced commercial buildings workforce job titles are not “new occupations” but instead are extensions of the building trades and construction industry professions  
• To identify strategic entry points for veterans bringing training and expertise from their military service into civilian employment

**What methodology was used to develop the ACBW Career Map?**  
The following methodological framework was used to develop the ACBW Career Map:  
• Phase I: Focus Group - Data was gathered and analyzed based on focus group discussions with subject matter experts (SME) who contributed to the Job Task Analysis (JTA) generated through the NIBS/DOE Better Buildings Workforce Guidelines project.  
• Phase II: Phone Interviews - Participants were selected based on their availability and willingness to share their experiences and perspectives. The goal of the interview was to focus on each individual’s viewpoint about three key areas:  
      • Career Progression: entry points and career pathway  
      • Performance Competencies: behaviors leading to success  
      • Future Direction: assumed trends and forecasting  
• Phase III: Analysis - A thematic analysis was completed to examine the contextual text for patterns and recurring statements. Themes were identified across data sets  (each job category) that are important in response to each question. A thematic table was created for each job category: Building Energy Auditor, Building Operations Professional, Building Commissioning Professional, and Energy Manager.  
• Phase IV: Reflection and Development of Guiding Principles - The reflective process can be described as the documenting of potential findings and its implications, as well as developing guiding principles to inform decisions that will be used throughout the research process. The development of guiding principles is a dynamic process and is not sequential to the other phases of this study.  
• Phase IV: Additional Data Collection and Analysis - Additional resources have been identified to support the development of the Career Map. As the research progresses, a reflective process is used to determine additional data to be collected and analyzed.  
• Phase VI: Reporting and Case Writing - The last and final phase is reporting, case writing and illustrating the competency model and career map.

**How were the pathways defined?**  
The pathways were developed by conducting interviews with dozens of people in the industry during the course of 2014 and 2015.

**What is a job task analysis (JTA)?**  
JTA is a procedure for analyzing the tasks performed by individuals in an occupation, as well as the knowledge, skills, and abilities required to perform those tasks. Specifically, a JTA can be defined as “any systematic procedure for collecting and analyzing job-related information to meet a particular purpose” (Raymond 2001). JTAs can be used to describe, classify, and evaluate jobs, ensure compliance with legal and quasi-legal requirements, develop training, promote worker mobility, plan workforces, increase efficiency and safety, and appraise performance (Brannick et al. 2007).

**How can I use the ACBW Career Map to chart my future in the energy field?**  
The ACBW Career Map can help illustrate many of the possible career opportunities in the Advanced Commercial Building field. It can help you set goals for professional development and guide you in advancing your career. However, it is important to understand that this tool is not comprehensive and should be used as a general guide.

**What is DOLETA Competency Model Clearinghouse  Clearinghouse?**  
The Competency Model Clearinghouse (CMC) is a Web site sponsored by the U.S. Department of Labor, Employment and Training Administration (ETA). The goal of the clearinghouse is to inform the public workforce investment system about the value, development, and uses of competency models.

**How do the industry competency models relate to O\*NET?**  
O\*NET information on Knowledge, Skills, Abilities, and other variables for key occupations within an industry are reviewed as one of the resources used in drafting each industry competency model. In addition, on the Competency Model Clearinghouse Web site, for each of the specific industry models there is a link from the occupational tiers of the model to the list of O\*NET occupations for that industry. From there a user can select an occupational title to view the full O\*NET occupational competency profile for the occupation.

**User Guides:**

**How do I use this map?**  
This Career Map tool highlights emerging professional-level standards that are part of the Department of Energy.s Better Buildings Workforce Guidelines (BBWG). The map articulates clear pathways for advancement for incumbent workers as well as the identification of strategic entry points for veterans in building trades professionals, graduates, and other job seekers.

The entry points on the left are strategic entry points identified as jobs that are good precursors or transition jobs to the four main BBWG jobs. The right side of the map shows specializations to strive for and what career advancements are possible. Hover over points to see the pathways and click on a point to see basic job data.

At the bottom of the map are four focus areas which act as filters. Click on a filter to see all of the job entry points associated with that field along with the pathway for those jobs.

**What are the "Key Roles of Building Professionals"?**  
Includes one of the four key roles of Building Manager, Energy Auditor, Building Commissioning Professional and Building Operations Professional

**What do you mean by "Potential Entry Points"?**  
Entry positions are associated with each of the key roles that may be obtainable depending on educational and vocational background. The listed entry points are not exhaustive, but are samples based on the data collected.

**How were the Professional Certifications developed?**  
The National Institute of Building Sciences Commercial Workforce Credentialing Council and industry stakeholders completed a project to improve the quality and consistency of commercial buildings workforce training and certification programs for four key energy related jobs: Building Manager, Energy Auditor, Building Commissioning Professional and Building Operations Professional

**What do you mean by "Energy Careers and Specializations"?**  
Higher level positions related to each of the key roles that one can be promoted to based on their educational/vocational background and qualifications.

**What are performance competencies?**  
These competencies are referenced, as keys to success and focuses on successful behaviors as opposed to minimal knowledge skills and abilities (KSAs). Data was collected from the focus groups and individual interviews. The performance competency research explored what it means to be successful as an advanced commercial building professional. The researcher probed and asked questions to generate discussions around the SME’s perceptions, experiences, and insights regarding actual success stories and identified the key behaviors that are effective in each job category.

**What are "keys to success"?**  
Performance competencies that increase chances of successfully performing the job position.

**Who is a Building Commissioning (Cx) Professional?**  
The Building Commissioning (Cx) Professional is an individual who leads, plans, coordinates and manages a commissioning team to implement commissioning processes in new and existing buildings.

**Who is Building Operations Professional?**  
The Building Operations Professional manages the maintenance and operation of building systems and installed equipment, and performs general maintenance to maintain the building’s operability, optimize building performance, and ensure the comfort, productivity and safety ofthe building occupants.

**Who is a Building Energy Auditor?**  
The Commercial Building Energy Auditor is an energy solutions professional who assesses building systems and site conditions; analyzes and evaluates equipment and energy usage; and recommends strategies to optimize building resource utilization.

**Who is a Energy Manager?**  
An Energy Manager is responsible for managing and continually improving energy performance in commercial buildings by establishing and maintaining an energy program management system that supports the mission and goals of the organization.

**How important is Certification/Training/Work Experience?**  
Every employer sets their own requirements. This map shows typical qualifications in terms of certifications, experience and training.

**Job Market:**

**Where can I find more specific wage data?**  
The ACBW Career Map does not address wage data. However, the U.S. Department of Labor’s Bureau of Labor Statistics (BLS) has some wage data for some renewable energy occupations. Pay can vary tremendously by region and industry. For the non-technical data seeker, state-level wage ranges can be explored via O\*NET (The US Department of Labor Employment and Training Administration’s Occupational Information Network) wage and employment trends for each occupation.

**Are these the only entry level jobs that can enter the industry?**  
These are the most common entry jobs for the industry but there are many others as well.

**Does this tool identify current job opportunities?**  
No. The career map was not designed as a job listing site. It is not tied to any specific employer and in no way guarantees a career progression.

**Why are some jobs not listed?**  
This Advanced Commercial Building Workforce (ACBW) Career Map is representative of sample jobs and sample transitions from one position to another. The jobs and transitions are not exhaustive; however these jobs may be viewed as possible options that may lead to other opportunities. There are many opportunities that exist that are not listed on this map.