

The [Consortium for Energy Efficiency \(CEE\)](#) is seeking an enthusiastic individual to join the residential sector to support advancement of energy efficient and load flexible objectives, with a specific focus on heating and cooling systems (HVAC). This work focuses on the adoption of high performing residential products and connected devices to contribute to decarbonization and integrated demand side management (IDSM) goals. The successful candidate will work primarily to assess strategies for advancing the portfolio of domestic loads and develop long-term binational market transformation directions. Areas of in-depth technological emphasis include air source heat pumps (ASHPs), central air conditioning (CAC), furnaces, boilers, gas heat pumps, and emerging areas such as integrated controls, dual fuel systems, combination space and water equipment, and air to water heat pumps. The position is part of a five-person team and will report to the Residential Sector Lead. This role is an exciting opportunity for a motivated individual to be part of an impactful professional nonprofit dedicated to advancing energy efficiency, utility system, and greenhouse gas reduction benefits for lasting public benefit.

Responsibilities

- Under the direction of the Residential Sector Lead, support program initiatives for advancing the market of HVAC solutions both as standalone offerings as well as as part of a comprehensive whole home strategy.
- Conduct research, data collection, and analysis on topics such as energy savings potential for connected and efficient solutions, effective program design and delivery approaches, impact of design and installation considerations, unique partnerships across industry stakeholders, and market barriers to product adoption.
- Draft reports, studies, memoranda, position papers and other professionally written deliverables in support of organization and member needs.
- Prepare agendas and presentations, and assist in facilitation of member meetings, both in-person and via web conference.
- Assemble consensus positions to develop recommended strategies for driving the uptake of high-performance HVAC equipment that deliver energy efficiency and load management impact
- Other duties as assigned.

Preferred Candidate Qualifications

- A master's degree or bachelor's and equivalent experience in a relevant field, such as engineering, building science, economics, environmental science, business, or another subject requiring critical thinking and strong analytical capabilities.
- Experience with heating and cooling systems, energy efficiency, demand response functionality, or integrated demand side management is desirable.

- Strong organization and time management skills; ability to manage multiple priorities and project deliverables.
- Excellent written and oral communication abilities, including aptitude for planning and facilitating discussions with diverse stakeholders.
- Demonstrated research and data analysis skills; ability to analyze and synthesize quantitative information for different audiences.
- Strong people skills, service orientation, and capacity to work both independently and as part of a team.
- Proficiency with Microsoft Office software (e.g., Word, PowerPoint, Excel).
- Willingness to travel domestically, averaging approximately one trip per quarter.

Compensation

Salary commensurate with skills and experience. CEE offers a competitive benefits package including four weeks PTO, 12 paid holidays, health care, life-insurance, and retirement savings.

Environment

Work is done primarily on computers, looking at screens for 6+ hours of the workday. Work is performed in a hybrid model with most employees working primarily remotely with in-office work occurring regularly. Employees are expected to commute to in-person events at the office or in the region as needed, including meetings, events, and in-person training. In-person meetings involve domestic travel and multiple days of moving between meetings at hotels and conference centers.

Office Location

The CEE Office is located at the Ferncroft Corporate Center, 35 Village Rd, Middleton MA, and is convenient to I-95, Rt. 1, and Rt. 128.

Application Information

Complete applications will be reviewed upon receipt. Please submit the following:

- Resume
- Cover letter demonstrating your interest in the position, qualifications, and relevant work experience

- Writing sample (5 pages maximum) that demonstrates analytical reasoning skills.

Contact

Please send application materials via e-mail to Evelyn Lane at elane@cee1.org, noting the location you found this posting, as well as including the job title and your name in the subject line; for example, “John Smith—Residential HVAC Program Manager”.

You must be eligible to work in the United States independent of company sponsorship. CEE is an Equal Opportunity Employer and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.