

The **Consortium for Energy Efficiency (CEE)** is seeking an experienced professional to oversee and manage the organization's growing portfolio of residential initiatives that address whole house savings opportunities as well as key end uses including HVAC, water heating, envelope, and appliances. The position is an exciting opportunity to help influence the evolution of demand side programs that actively support customers in their journey to manage energy wisely, including specifications that serve as the basis for 25C tax credits under the Inflation Reduction Act. This individual will champion the strategic vision for the Residential Sector, enlist active engagement of leading professionals in CEE's suite of Residential Committees, assess major industry related developments and recommend associated action, manage strategic relationships with key industry stakeholders and members, and. Areas of potential in-depth focus include cutting-edge energy efficiency and load management solutions that benefit all customers, reduce carbon, and improve the reliability of energy delivery systems. This position supervises a team of four professionals and reports to the Deputy Director.

The successful candidate will possess a demonstrated track record of successfully leading a group of multifaceted energy efficiency program professionals in the development and implementation of forward-thinking action with strategic impact. The working environment is collegial, collaborative, and proactive; and the ability to effectively nurture strategic alliances and partnership with key stakeholders is a must. The individual will be an experienced participatory manager who serves as both a motivator and mentor to staff while providing clear direction. A team player who is a visionary with outstanding leadership acumen and effective communication skills (both verbal and written) are of particular interest.

## **Responsibilities**

- Identify, develop, manage and report on all work areas within the Residential Sector, in support of the organization's mission and the needs of its membership. The position currently supervises four direct reports, including one Senior Program Manager, two Program Managers, and a Program Associate.
- Support business strategies for advancing the market of connected and efficient equipment as part of a comprehensive strategy for smart homes and buildings. Specific areas of concentration may include heating, ventilation, and air conditioning (HVAC), water heating, and home energy management (HEMs).
- Develop reports, studies, memoranda, position papers and other professionally written deliverables in support of organization and member needs. Own responsibility for the management of all sector deliverables including internal or external communications of those deliverables, for example, Forum pages, specifications, program guides and summaries, etc.
- Manage strategic relationships with key industry stakeholders and members. Enlist the active participation of leading individuals in CEE's Residential committees, which may include raising funds for supplemental projects.

- 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.
- Assemble consensus positions to develop recommended strategies for driving the uptake of high-performance solutions that deliver energy efficiency and load management impact.
- Represent the organization and its work in multiple venues including: trade shows, industry conferences, government or regulatory interactions, conferences or meetings with advocacy groups, and other nongovernment associations meetings. Maintain and enhance the CEE role as a credible source for efficiency program information for members and industry.
- Other duties as assigned., such as staffing Board of Director committees.

### **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.
- A minimum of three to five years of related experience in a professional work environment.
- Demonstrated knowledge of and understanding of energy efficiency, demand response functionality, residential program design, or integrated demand side management. Familiarity with current issues in the field.
- Strong organization and time management skills; proficiency with overseeing multiple priorities and project deliverables. Ability to manage contracts and finances directly associated with work areas.
- Excellent written and oral communication abilities, including aptitude for planning and facilitating discussions with diverse stakeholders. Demonstrated ability to speak and write cogently on the subjects at hand.
- Strong people skills, service orientation, and capacity to work both independently and as part of a team. Networking skills for building relationships with strategically valuable individuals.
- Supervisory skills, including strategic and analytic aptitude and demonstrated experience needed in program area. Ability to work effectively towards consensus, and ability to filter out extraneous data and information not relevant to the sector, project, or function work.
- Proficiency with Microsoft Office software (e.g. Word, PowerPoint, Acrobat, and 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](mailto: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 Sector Lead”.

*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.*