



PennFuture seeks a program manager for its Clean Energy Pennsylvania work.

PennFuture's Clean Energy Pennsylvania is a program designed to accelerate the use of renewable energy and energy efficiencies at the community level throughout Pennsylvania. The program is being developed and piloted in Pittsburgh, and leverages the hunger of communities to self-determine a clean energy future. The program resides within PennFuture's Energy Center which provides policy, analysis, legal support and education to lawmakers, agencies and others on energy, climate and other environmental issues.

Duties:

- Refine Clean Energy Pittsburgh program design, and adapt for statewide application.
- Coordinate with sustainability planners and ascertain opportunities for PennFuture involvement.
- Provide high quality technical assistance to communities, governments and others engaged with clean energy.
- Develop relationships with local governments, elected officials, community groups, partner organizations and others necessary for successful advancement of clean energy throughout the Pittsburgh region and state.
- Identify communities where the program can be developed and implemented, in the Pittsburgh region initially, and beyond in out years.
- Engage with climate change projects and manage projects if requested.
- If resources are available, help direct funding to community level and other scalable high impact clean energy installations and energy efficiency retrofits.
- Maintain expertise in the areas of renewable energy, energy efficiency, policy, project finance, climate change, and other related focus areas.
- Working with Director of Communications, engage media.
- Support PennFuture's fundraising efforts including but not limited to cultivating relationships with major donors, proposal writing and project budget development.
- Manage and oversee execution of grant deliverables, grant reporting, grant budgets, and grant applications.
- Other work as requested.

Skills:

- Expertise in a wide range of energy and environmental issues including, but not limited to, the areas of renewable energy, energy efficiency, climate change, and other related focus areas.
- Ability to work independently and with high energy, and deal with a fast-paced, unpredictable workload.
- Ability to create and maintain a high level of organization and productivity.
- Strong written and communications skills, including a high level of comfort with public speaking.

Education and Experience:

- Master's degree plus minimum one year experience, or commensurate experience in energy, environmental, or related fields.
- Experience with community organizing, planning, ecodistrict models, or community energy required.
- Demonstrated history of successfully moving concept and program development into sustained implementation.
- Basic understanding of climate change science, mitigation, and adaptation.

Additional information: Full-time, salaried position (minimum 40 hours per week), competitive benefits package. The position is based out of PennFuture's Pittsburgh office at 200 First Avenue, but the opportunity to work frequently from home is available. The successful applicant must be based in the Pittsburgh area.

To Apply: Application deadline is Friday, Feb. 2, 2018. E-mail resume, cover letter, references, salary requirements and writing sample to Rob Altenburg at: altenburg@pennfuture.org

About the Energy Center: PennFuture is a 501(c)(3) environmental organization that focuses on environmental issues in Pennsylvania. Its Energy Center is dedicated to promoting energy technologies, policies, and businesses that benefit the environment. Our work consists primarily of outreach and coordination with clean energy policymakers, partners and communities to provide education on the benefits of clean energy.

Legal Disclosure: PennFuture is an equal opportunity employer