



## **ENERGY ACTION NETWORK**

### **Energy Action Network Program Director**

#### **Position Description**

The Energy Action Network (EAN) is a multi-stakeholder, collective impact network of leaders across a diversity of sectors - business, government, non-profit, utility, higher education, and finance – seeking to transform Vermont’s energy system to achieve our state goal of meeting 90% of our total energy needs through efficiency and renewables by 2050. EAN’s mission is to end Vermont’s reliance on fossil fuels and create clean, affordable and secure *electric, heating, and transportation* systems for the 21<sup>st</sup> century. Meeting this goal is an enormous – and highly creative – opportunity that will stand as a national example of policy and practice towards curbing greenhouse gas emissions and fostering energy independence.

#### **Responsibilities**

EAN’s Program Director fills a central leadership role in the Network as we work together to transform Vermont’s energy system to one based on efficiency and renewables. The Program Director works closely with the Executive Director (ED), other staff, and Network members to provide strategic leadership, analytical underpinning, and backbone support to the Network. EAN’s work facilitates large-scale change by fostering collaboration among diverse groups in a rapidly evolving energy landscape. As such, the role of Program Director requires the ability to work with and across multiple interests and members to foster learning, collaboration, and innovation that advances our collective mission. It requires continually tracking progress toward goals, coordinating the efforts of organizational leaders with busy schedules, and an understanding of the energy needs, policies, and technologies that are driving change in Vermont and elsewhere.

Specifically, the Program Director will have lead responsibility for program development and implementation including ongoing energy tracking and analysis and development and management of the Vermont Community Energy Dashboard. A mix of technical and analytic skills as well as strategic leadership are required in this position. Specific responsibilities include:

- **Strategic Leadership:** work with the ED to provide overall strategic leadership for EAN’s efforts to help Vermont meet 90% of its total energy needs through efficiency and renewables by 2050. Examples include: providing the analytic framing for EAN’s Annual Meeting and Policy Pitch effort; managing the composition of our Annual Report, ongoing management and development of the Vermont Community Energy Dashboard, facilitating Network discussions and work groups, and regular presentations to a wide variety of audiences.
- **Tracking Progress:** leading the effort to coordinate public and private partners across energy and climate sectors to provide consistent and transparent tracking of progress at the state, regional, and local levels. Examples include: EAN’s Annual Report; EAN’s Pathways Report annual update; and updates to the range of data and analytical tools on the Dashboard.
- **Collective Impact/Network Support:** bring a collective impact frame to EAN’s work and support full engagement and utilization of our network structure to leverage progress toward

Vermont's energy goals. This includes regular communications and outreach with current members both individually and collectively, identifying and onboarding new members, and participation in other collaborative structures (e.g., Climate Economy Initiative, Clean Energy Finance Collaborative, Transportation for Vermont, Renewable Energy Vermont, Vermont Energy and Climate Action Network, Farm to Plate Energy subgroup, and more).

### **Required Skills**

- Strong personal commitment to the mission, vision, and goals of EAN
- Excellent "people skills", especially communications skills – written and verbal
- Demonstrated success as a project manager: highly organized with the ability to manage complex processes with multiple stakeholders and to meet deadlines
- Experience working in highly collaborative relationships, including with high-level government stakeholders
- Ability to grasp and develop complex systems change strategies, with focus on collective impact
- Adept at quantitative energy data analysis
- Strong grasp of energy issues and policy: masters level expertise, or equivalent experience
- Familiarity and comfort with Vermont's economic and political culture
- Comfort with fast-paced, independent work environment
- Sense of humor, patience, flexibility

### **Compensation**

- Compensation for this core, full-time position will be commensurate with experience, including a generous benefits package.

### **Location**

- This position is located at EAN's office in Montpelier, VT, but will involve travel to members and diverse partner organization around the state. It is a highly-interactive position.

### **About EAN:**

EAN is based on a "collective impact" approach which recognizes that reaching 90% by 2050 takes more than the capacity of individual organizations. Changing large, complex social systems requires a network approach to harness the power of individual efforts into a leveraged whole. EAN makes this collaboration possible by providing a structure through which private, non-profit, and public entities can work together to achieve both their individual organizational objectives and the systemic transformation of the larger energy system. EAN is a registered 501c3 corporation with 3 staff, located in Montpelier.

**How to Apply** *Submit a resume and cover letter outlining your interest in the work of EAN, what you would bring to this important collaborative effort, and your salary history to [jduval@eanvt.org](mailto:jduval@eanvt.org).*

*Address applications to: Jared Duval, Executive Director, Energy Action Network  
[www.eanvt.org](http://www.eanvt.org) & [www.vtenergydashboard.org](http://www.vtenergydashboard.org)*

***Applications due January 31, 2018***

*EAN is an equal opportunity employer. Position open until filled.*