



Larry Hogan, *Governor*
Boyd K. Rutherford, *Lt. Governor*
Mary Beth Tung, *Director*

**ENERGY PROGRAM MANAGER –
GRID RESILIENCY & NATURAL GAS INFRASTRUCTURE**

Join the Maryland Energy Administration (MEA) as we transform energy for the State of Maryland. Through the Strategic Energy Investment Fund, you will have an opportunity to work on the cutting edge of shaping and implementing Maryland’s clean energy policies. We are looking for the best and the brightest people to join the team that has made Maryland one of the nation’s leaders in clean reliable energy.

Responsibilities: The Grid Resiliency & Natural Gas Infrastructure Program Manager position works under the direction of the Director and Assistant Director of Energy Programs, and in concert with other MEA program managers and administrative staff, to implement and support energy initiatives that primarily focus on electrical grid resiliency as well as natural gas consumption and distribution infrastructure across Maryland. MEA’s energy programs are primarily funded through the Maryland Strategic Energy Investment Fund (SEIF) and may consist of technical assistance, loans, and/or grants designed to help achieve Maryland’s energy goals. Responsibilities include:

- Assess the existing natural gas market for new opportunities that can be used to advance the State of Maryland’s energy goals
- Collaborate with entities to increase natural gas consumption and save on energy bills
- Design and implement new grid resiliency & natural gas Infrastructure programs including, but not limited to, making incentive recommendations, developing program documentation, and overseeing the program implementation process
- Manage assigned grantees through the entire grant process, which will include:
 - Developing grant agreements;
 - Visiting grantee project site(s) to verify completion of grant requirements; and,
 - Reviewing and approving project-related reports and invoices
- Provide technical review of grant and/or loan proposals, evaluating technical and financial feasibility
- Manage implementation contractors helping MEA implement energy programs
- Manage program budgets and data collection using the Salesforce web application
- Pursue external funding for energy programs from federal, state or private sources
- Review grid resiliency & natural gas legislation during the annual legislative session

- Collaborate with MEA Policy Team in assigned areas of responsibility
- Serve as liaison to the Maryland Emergency Management Agency

Qualifications: Candidates should have at least a bachelor's degree from an accredited university, and preferably a master's degree, in an energy- or engineering-related field as well as a minimum of two years of experience developing and implementing energy programs. In lieu of a master's degree, prior work experience with a natural gas or energy association, a public advocacy group, state agency and/or a legislative body at the state or federal level will be accepted. Preference will be given to individuals with experience working on grid resiliency & natural gas programs, as well as to those individuals who have previously managed federal or state grant programs, ideally energy-focused. Previous experience working with residential and or commercial energy efficiency and/or renewable energy technologies will be looked at favorably, as will candidates with energy-related certifications (e.g. CEM). Strong writing, presentation, and analytical skills required.

To Apply: Send cover letter, resume, writing sample and salary requirements by email with "Grid Resiliency & Natural Gas Energy Program Manager" in the subject line to Jobs.MEA@maryland.gov. Candidates receive notification of receipt; however, only the top candidates will be invited to interview for the position.

Salary: This is a state contractual employee position and does not accrue full benefits. Salary is commensurate with experience.