



**Maryland**  
Energy  
Administration

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

## ENERGY POLICY MANAGER

Join the Maryland Energy Administration (MEA) as we transform energy for the State of Maryland. This position will present an opportunity to work on the cutting edge of shaping and implementing Maryland's energy policies to help the State become more competitive, innovative, and affordable. We are looking for the best and the brightest individuals to join the team working to make Maryland one of the nation's leaders in affordable, reliable, and cleaner energy.

**Responsibilities:** The Energy Policy Manager will have a role managing the State's energy policy initiatives, particularly as they pertain to regulatory proceedings before the Maryland Public Service Commission. The position will work closely with the State's Public Service Commission, public utilities, regional transmission operator, and other State agencies to design, implement, and improve state policies. This role will be especially active in Maryland's PC44 grid modernization proceedings. This role will manage MEA's written regulatory comments, verbal testimony, coalition building, and represent MEA at events and meetings. This role is also active before the State's legislature during Maryland's legislative session, and may necessitate in-person appearances in Annapolis for testimony or to provide information directly to legislators. The position will be responsible for the following tasks:

- Research and analyze the impacts of Maryland energy policies as well as potential impacts and unintended consequences of various policies.
- Provide written and oral testimony accurately representing agency positions on key subjects.
- Represent the Maryland Energy Administration in public meetings and stakeholder workgroups, as well as with industry representatives and constituents.
- Produce research, memoranda, articles, and other written materials on energy topics for both internal and external audiences on energy issues impacting the State of Maryland.
- Analyze and develop public policy positions to make the State's energy markets more competitive and innovative, while also limiting negative impacts to ratepayers.

- Monitor various proceedings and initiatives to ensure a level regulatory environment for market participants.
- Interpret, analyze, and visualize utility data as well as engage with utilities and other stakeholders regarding energy programs.
- Conduct research on energy issues in the State to inform MEA legislative initiatives, testimony, and other public-facing communications.
- Read and interpret proposed legislation and regulations, as well as provide analysis concerning how proposals interact with existing Maryland laws and regulations.
- Serve as a point of contact for industry, utilities, and government agencies.
- Assist with other MEA staff, initiatives, and tasks as necessary.

**Qualifications:** Candidates should have at least a bachelor's degree in economics, political science, public policy, or other relevant field. A graduate degree in a similar field is preferred. Candidates should have at least two years of experience working with public policy related to the items listed in the responsibilities section above, with a strong preference of working with energy related issues. Comparable experience may be considered. Excellent presentation, writing, and analytical skills are required. Successful candidates will have:

- Experience and/or educational background in energy and economics;
- Understanding of the regulatory process and experience working with stakeholders in the energy market;
- Past experience writing policy positions and/or regulatory comments;
- Analytical expertise and experience demonstrating an understanding of policy analysis;
- Experience and comfort with meeting and interacting with senior business and government officials; and
- Excellent written and oral skills; superior organization skills and able to meet deadlines, and work well with both internal staff and external parties.

**To Apply:** Send a cover letter, resume, writing sample, and salary requirements by email with "Energy Policy Manager" in the subject line to [Jobs.MEA@maryland.gov](mailto:Jobs.MEA@maryland.gov). Candidates will 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 commensurate with experience.