



Wes Moore, Governor  
Aruna Miller, Lt. Governor  
Paul Pinsky, Director

## ENERGY POLICY MANAGER

**Join the Maryland Energy Administration (MEA) as we transform energy for the State of Maryland. Through the Strategic Energy Investment Fund, the Maryland Renewable Energy Portfolio Standard, Greenhouse Emission Reduction Act, and the Climate Solutions Now Act you will have an opportunity to work on the cutting edge of shaping and implementing Maryland's environmental and clean energy policies. The mission of MEA is to promote clean, affordable, reliable energy and energy-related greenhouse gas emission reductions to benefit Marylanders in a just and equitable manner. MEA will advance impactful energy policies and programs to help achieve Maryland's clean energy and greenhouse gas reduction goals.**

**Responsibilities:** The Energy Policy Manager will have a role shaping the State's energy policy initiatives through both legislative activity and ongoing policy work with various stakeholders. The position will work closely with Maryland legislators, public utilities, and other State agencies to design, implement, and improve state policies and legislation. This role will share responsibility for managing MEA's written legislative and regulatory comments, verbal testimony, coalition building, and representing MEA at events and meetings. This position will actively engage legislators and legislative staff during Maryland's 90-day legislative session, which will necessitate in-person work in both Baltimore, where MEA is headquartered, and Annapolis for testimony and to provide information directly to legislators. The position will be responsible for the following tasks:

- Along with the Agency's Legislative Liaison, actively manage the agency's role in Annapolis during the legislative session.
  - Review, monitor and inform agency positions on State legislation
  - Provide written and oral testimony accurately representing agency positions on key subjects before legislative committees.
  - 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 legislative offices, government agencies, and the administration.
- Research and analyze the ongoing impacts of Maryland energy policies as well as potential impacts and unintended consequences of various policies.
- Work with agency leadership and programmatic staff to help understand the implications of legal or regulatory proposals for operations, funding or program execution.
- As assigned, track energy policy, legislation, and regulations in other states with progressive energy goals; seek innovative solutions or policy proposals enacted or pursued in other states for evaluation in Maryland.
- Represent MEA in public meetings and stakeholder workgroups, as well as with industry representatives and constituents.
- Produce research, memoranda, and other written materials on energy topics for both internal and external audiences on energy issues impacting, or potentially impacting, the State of Maryland.
- Track and engage policy initiatives, including working groups and task forces created by the legislature on behalf of the agency.
- Assist with other MEA staff, initiatives, and tasks as necessary.
- Stay informed regarding current local, state, regional, and international energy policy developments and market conditions that may directly or indirectly affect Maryland markets, businesses, and consumers.
- Other tasks as assigned.

**Minimum Qualifications:**

- Bachelor's degree in energy, economics, political science, public policy, or other relevant field.
- Experience working on energy, environment, or related policy issues.
- Analytical expertise and experience demonstrating an understanding of policy analysis.
- Experience and comfort with meeting and interacting with elected officials, including formal testimony and informal advocacy.
- Excellent speaking, presentation, writing, and analytical skills are required.
- Superior organization skills and ability to meet tight deadlines,
- Positive and professional work demeanor; ability to work well with both internal staff and external parties.

**Preferred Qualifications:**

- Master's Degree in energy policy, economics, public policy or related field.

- Past experience with legislative work, writing and communicating policy positions and/or developing energy regulatory comments.
- Expertise in particular energy subject matter, such as markets, renewable energy, transmission, etc.

**To Apply:** Send a cover letter, resume, writing sample, and salary requirements by email with “Energy Policy Manager- Legislative” 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 and is in the range of \$90,000 - \$110,000 annual.