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

Energy Program Manager - Wind and Water

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

Responsibilities: The Energy Program Manager Wind and Water will operate in coordination with other members of MEA's team to help Maryland continue its national leadership in wind and water programs with an emphasis on offshore wind (OSW) energy. MEA is currently facilitating statewide efforts to develop policy and programs related to offshore wind, including engaging with state regulators on proceedings to authorize financial incentives for offshore wind energy, developing a regional OSW supply chain and offering programs to help emerging businesses access the burgeoning OSW economy and grow a workforce to support OSW deployment and related industries. The selected program manager will work in close coordination with MEA's lead OSW Energy Program Manager in support of program and policy efforts. Specifically, the successful candidate will be responsible for quickly starting and administering Maryland's Offshore Capital Expenditure Program and Offshore Workforce Training Program as well as other grants to public and private organizations.

This is an entry level position requiring a high level of organization, common sense, professional communication skills, and attention to detail in a collaborative team environment. Energy Program Managers work under the direction of the Director and Assistant Director of MEA Energy Programs, and in close collaboration with other program, policy, communications, finance and administrative staff.The successful candidate's responsibilities may include but not be limited to the following:

- Develop grant programs to drive capital investment into the offshore wind and related industries as well as workforce development with an emphasis on justice, equity, diversity and inclusivity;
- Manage grantees through the entire grant process including: developing grant agreements; providing technical review of proposals; evaluating financial feasibility; verifying compliance and completion of grant requirements, via remote and on-site monitoring; and providing technical review for approval of project related reports and invoices;
- Interface with energy stakeholders to expand economic development opportunities, contribute to the design of incentive programs, and support new energy projects. Interface with industry associations and trade groups to understand the needs of Maryland's vibrant energy industry;
- Support the implementation of the Southeast and Mid-Atlantic Regional Transformative Partnership for Offshore Energy Resources (SMART-POWER) tri-state memorandum of understanding;
- Work with representatives of other Maryland State agencies on activities that support execution of energy projects, economic development, and quantifiable green job creation;
- Coordinate with support contractors working on energy programs as assigned.
- Manage program budgets and data collection using MEA's Salesforce application.
- Research latest trends in water and wind energy and develop recommendations on new technologies, industry trends etc;
- Analyze data and develop quality reports, documents and analysis indicating the status of wind and water energy issues in Maryland;
- Develop quality marketing and communications messages and materials
- Collaborate with MEA's Policy Team in analyzing data related to Maryland's energy goals and legislation.

Minimum Qualifications:

Education: An associates degree from an accredited college or university. Direct experience and relevant demonstrated proficiency may be substituted at a rate exceeding two years for every year of traditional post secondary academic schooling.

Experience: This is a specialized mid-level contractual Energy Program Manager position, applicants should have relevant experience or education related to clean energy or energy efficiency.

Desired Qualifications:

- Bachelor's degree from an accredited college or university;
- At least two years of experience working with energy programs focused on clean energy and/or energy efficiency technologies;
- Specific and demonstrable experience with offshore wind technology, financing, site planning or experience with similar maritime issues;
- Direct experience with energy related grant or rebate programs;
- Experience analyzing and developing policy briefs and position memos outlining policy or program options to accelerate solar adoption;
- Experience working directly with external stakeholders, program participants and staff;
- Knowledge/experience of the legislative process;
- Strong writing, presentation, and analytical skills required, as well as the ability to work collaboratively with multiple groups or teams;
- Experience with software applications including Salesforce, Docusign, geographic information systems and data visualization software.

To Apply: Send cover letter, resume and salary requirements by email with " Energy Program Manager - Wind and Water" 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: Anticipated to be approximately $35 to $40 hourly, commensurate with experience. MEA may consider higher levels of compensation for candidates with direct and demonstrable experience with offshore wind. This is a State contractual position with partial benefits.