



Maryland
Energy
Administration

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

SECTION CHIEF - CLEAN TRANSPORTATION

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 the 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.

Position Responsibilities:

The position is strategic to the state of Maryland and key to advancing zero emission vehicle adoption (ZEV) in support of the state's goals. The successful candidate will be responsible for providing overall strategic direction of MEA's portfolio of clean and zero emissions transportation programs, coordinating efforts between MEA's policy and program team, representing MEA at venues such as the Zero Emission Electric Vehicle Infrastructure Council (ZEEVIC) and managing front line employees providing incentive and rebate programs. The successful candidate will also be designated as Maryland's Clean Cities Director, a U.S. DOE funded program that supports petroleum reduction in the transportation sector. Efforts will include interfacing with a national network of organizations advancing clean and alternative fuel vehicles and infrastructure. The successful candidate should bring passion, vision and interest in ZEVs and other alternative transportation efforts to reduce greenhouse gas emissions from the transportation sector in concert with community stakeholders.

Additional responsibilities include the following:

- Develop overall section priorities, monitoring requirements, identify policy gaps and barriers relative to clean and zero emissions transportation adoption, develop program performance criteria and monitor program budgets.

- Supervise Program Managers, Energy Specialists and Rebate Administrators responsible for the design, delivery, promotion and evaluation of MEA energy programs. Including management of three (3) to six (6) permanent, contractual or contingent employees.
- Manage relationships with other state agencies and represent MEA in state policy development on topics critical to the proliferation of alternative fuel vehicles and infrastructure, such as school bus electrification, state fleet electrification, utility EV programs and federal and/or settlement funding opportunities including but not limited to the National Electric Vehicle Infrastructure (NEVI) Program and VW settlement efforts.
- Provide oversight and quality control of products and activities of the section including policy briefs, draft memos, grants, task orders and other documents and products.
- Provide Division Director and Assistant Division Director with updates on the status of programs, activities and initiatives on a monthly or bi-weekly status as desired. Ensures business process continuity and Manages sensitive negotiations on program implementation issues with grantees, agencies, businesses, nonprofits and other relationships.
- Coordinate interagency and other issues amongst internal and external stakeholders.
- Ensure business process continuity and efficiency through ongoing process and program improvement.
- Coordinate key messages with MEA's marketing, outreach and communications team.
- Other duties as assigned.

Minimum Qualifications:

- Bachelor's degree in finance, economics, business administration, engineering or a related field.
- Minimum of four (4) years of relevant professional experience.
- Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer involving staff work related to the administration of rules, regulations, policy, procedures and processes, or overseeing or coordinating unit operations or functioning as a staff assistant to a higher ranking commissioned officer on a year to year basis for the required education and experience.

Preferred Qualifications:

- At least six (6) years of energy related professional experience including
- At least two (2) years of experience working directly with state, local, non-profits.
- Experience and comfort with meeting and interacting with senior business and government officials.
- Project management experience, including establishing and communicating milestones, directing staff and meeting deadlines.
- Previous work interpreting and auditing contracts for vendors/subcontractors.

- Strong verbal and written communication skills.
- Experience and comfort with meeting and interacting with senior business and government officials.
- Demonstrated ability to interface with the general public as well as State and local elected officials, as needed.

Bonus Qualifications:

- Direct experience with clean transportation or ZEV programs or policy.
- Experience with clean fuels and transportation electrification infrastructure, utility efforts or transportation related regulatory issues
- Experience implementing energy grant programs and administering programs and initiatives resulting from federal funds, including ensuring compliance with federal requirements.
- Experience working with stakeholders from overburdened and disadvantaged communities.
- Experience designing or administering federally funded programs. Including experience with specific regulatory reporting requirements including Davis-Bacon Wage Reporting, Buy American Certifications, etc.

To Apply:

Send a cover letter, resume, writing sample, and salary requirements by email with “Section Chief - Clean Transportation” in the subject line to Jobs.MEA@maryland.gov . Candidates will receive notification of receipt; however, only the top candidates will be invited to interview for the position.

Salary:

Salary commensurate with experience, in the range of \$78,749 to \$126,912 annually.