

MEEA Position Announcement

Policy Manager

Organization Overview

At MEEA, we leverage our unique position as the Midwest's key champion and trusted information resource on energy efficiency policies and programs to help our members and stakeholders identify, understand and implement cost-effective energy efficiency strategies that provide economic and environmental benefits. As a collaborative network and an influential membership organization spanning thirteen states, we provide a professional forum where energy providers, policymakers, implementers, manufacturers, advocates, and other stakeholders can make connections, seek advice and learn about energy efficiency. With our dynamic annual conference, MEEA plays an important role in forging partnerships, promoting new technologies and curating the evolving conversation around economic sustainability and environmental stewardship from energy efficiency.

Position Summary

The Policy Manager is a member of MEEA's Policy team. The Policy Manager's work will be to advance energy efficiency policies at the regional, state and local levels; promote the value of energy efficiency to key thought leaders (legislators, regulators, commissioners, staff and advocates) and identify policy and regulatory best practices, trends and lessons learned from across the region and throughout the country.

The Policy Manager will help represent MEEA at various industry meetings, including NASEO, NARUC, NASUCA and MARC and will be expected to maintain and foster existing relationships in the energy efficiency community that will advance the work of the MEEA.

Responsibilities

The primary project involves outreach to MEEA's members in order to:

- Track the status of energy and climate policy in MEEA's thirteen state Midwest footprint at the state and local levels, tracking trends, best practices and lessons learned
- Lead in managing policy advocacy through coalition building stakeholder engagement
- Manage educational and outreach activities to increase awareness and understanding of energy efficiency
- Develop research and advocacy materials, including white papers, fact sheets, testimony and presentations
- Lead initiative to increase awareness of and support for energy efficiency with legislators, regulators and state Administrations
- Support management of policy-related grant proposals, deliverables and reporting
- Coordinate MEEA's public communications on policy-related issues as state and regional levels
- Manage policy associate, research analyst and interns

Qualifications

The successful candidate will be expected to have the following qualifications:

- B.A. or B.S. in: public policy, political science, or a related field
- Advanced degree in relevant field, preferred
- Minimum 4 years' experience in public policy or advocacy required, with knowledge of the energy industry preferred
- Strong facilitation and coalition building skills amongst diverse stakeholders
- Strong oral and written presentation skills
- Ability to take initiative as well as work in a team environment
- History of strong project management experience with proven success with meeting deadlines and the ability of adapt to shifting priorities
- Passion for energy efficiency

Location

Civic Opera Building
20 N Wacker Dr.
Chicago, IL 60606

To Apply

Submit cover letter and resume to jobs@mwalliance.org with Subject: "Policy Manager" **by March 23, 2018**. Candidates considered for interviews will be asked to provide writing samples and three references. No phone calls please.

MEEA is an equal opportunity employer and is committed to a policy of nondiscrimination with regard to race, sex, gender, color, age, religion, creed, class, sexual orientation, national origin, and disability.