



Project Manager for Solar Equity

The Clean Energy States Alliance (CESA) has an immediate opening for a Project Manager to work on the organization's initiatives related to expanding solar access for low- and moderate-income (LMI) communities and environmental justice communities, with an emphasis on outreach to state energy agencies and community-based organizations. The Project Manager will work primarily on two projects—[Solar with Justice](#) and [Scaling Up Solar for Under-Resourced Communities](#)—but will also support CESA's work on the US Department of Energy's [National Community Solar Partnership](#).

CESA is a national, nonprofit coalition of public agencies and organizations working together to advance clean energy. CESA members—mostly state agencies—include many of the most innovative, successful, and influential public funders of clean energy initiatives in the country. CESA is managed and staffed by Clean Energy Group (CEG). For more information, see www.cesa.org.

Location and Work Environment

CESA employees can choose to work remotely or in the Montpelier, VT office. A combination of remote and in-office work is also possible. We offer a flexible workplace environment with a casual dress code. Employees currently work both from home and/or from our offices depending on their work style, preferences, and level of concern for public health and safety. CESA is committed to ensuring employees have all the tools they need to perform their job duties whether at home or in the office and can make reasonable accommodations to enable individuals with disabilities to perform essential functions.

Availability

This is a full-time, exempt position, with responsibilities commencing immediately upon selection of the most qualified candidate.

Position Description

The Project Manager will carry out outreach, research, writing, meeting facilitation, project management, and administrative tasks related to the Solar with Justice project, the Scaling Up Solar for Under-Resourced Communities project, and the National Community Solar Partnership.

Responsibilities will include:

- Develop and/or implement learning opportunities on equitable and inclusive solar models, frameworks, and principles to a range of audiences
- Solar with Justice
 - Promote strategies of successful engagement between state energy agencies and community-based organizations on solar programs through the development of case studies, virtual convenings, and reports
 - Engage with stakeholders involved with LMI solar, including community organizations, environmental justice advocates, and the solar industry to facilitate

connections between those organizations and other stakeholders, especially state energy agencies

- **Scaling Up Solar for Under-Resourced Communities**
 - Support and organize the design and launch of pilot programs or projects by state energy offices and local utilities to tackle challenges in deploying and financing solar on manufactured homes, and report on the results of such pilots or programs
 - Organize and facilitate meetings of CESA working groups for state energy officials, community organization representatives, academic institutions, and utilities related to solar for manufactured homes and other related topics
- **National Community Solar Partnership**
 - Plan and facilitate regular meetings of the National Community Solar Partnership's low-income community solar subgroup, including identifying topics and organizing speakers
 - Support the development of technical assistance products for members of the National Community Solar Partnership through research, writing, and outreach to state agencies
- Help prepare quarterly progress reports on grants that CESA has received related to the Solar with Justice and the Scaling Up Solar projects
- Monitor solar energy market trends and policy developments to identify relevant information for state agency staff members, community organizations, environmental justice advocates, and other stakeholders
- Research and draft white papers, short reports, and memos on topics related to solar and energy equity
- Carry out other outreach, research, writing, and administrative tasks as necessary.

Desired Qualifications

Wondering whether you have the right credentials or background to apply? We value lived experience and are serious about embracing diversity. Desired qualifications include:

- Understanding of the energy issues facing LMI households and environmental justice communities
- Knowledge of solar energy and the types of programs, policies, and financing tools used to advance solar adoption at the state level
- Ability to work effectively with a diversity of people
- Strong outreach and facilitation skills
- Excellent communication and writing skills
- Interest in learning about a wide variety of tools, policies, and programs, and comfort asking questions

Education and Experience

- Two years' relevant work experience, with a preference for:
 - experience working on solar energy projects, programs, and/or policies
 - experience working with and/or for frontline communities, community-based organizations, and the populations they serve
 - experience working with and/or for state government
 - experience working with Microsoft Office

Salary and Benefits

Anticipated starting salary is \$53,000 - \$58,000, depending upon qualifications. Excellent benefits package includes health, dental, and vision insurance with 10% employee cost contribution; life insurance; generous matching of retirement plan contributions; starting four-weeks paid time off; and paid sick days, parental leave, and holidays.

Travel

Occasional domestic travel will be required. Business travel typically lasts from two to three days with some weekend travel necessary.

To Apply

Submit a cover letter, resume, and a writing sample (a document of at least two pages that you previously wrote for work, school, or some other purpose) via email to careers@cleanegroup.org. For the email's subject line, enter "Project Manager, Solar Equity." Review of applications will begin immediately and will continue until the position is filled.

CEG is an equal opportunity employer. CEG does not discriminate in hiring or employment practices on the basis of race, color, religion, gender, age, sexual orientation, marital or familial status, national origin, ancestry, non-job-related disability, or status as a veteran. CEG is committed to learning more about and applying principles of diversity, equity, inclusion, and justice in its work.