

Job Opportunity: Solar Projects Information Manager

Fall 2021

MICHIGAN ENERGY OPTIONS

Michigan Energy Options (MEO) is a clean energy nonprofit that has been in business since 1978. From our offices in East Lansing, Marquette and West Michigan we pursue daily our mission of guiding communities toward being more sustainable and resilient through the adoption of energy efficiency and clean energy.

We do so by providing our unbiased expertise and research, our results-driven programs and our collaborations with government officials, business leaders and residents of Michigan.

POSITION SUMMARY

Michigan Energy Options is seeking a professional to join our team and assist with the implementation and management of a statewide renewable energy project, among related initiatives. This position requires an individual who can work in a dynamic environment with staff, partners, and clients, as we drive systemic change in the solar industry in Michigan. Core team members include executive leadership, project management, finance, and engineering. Among this position's duties are to gather and analyze large data sets to be represented in spreadsheets, graphs, and data layers for use in Geographic Information Systems (GIS). This data is typically specific to energy, land use and legal/policy for renewable energy in Michigan.

This work will have the candidate interacting with MEO program directors, and clients that include municipalities, State of Michigan, businesses, the renewable energy industry, and utilities.

Duties may also include data management, planning, client interaction, scheduling, logistics, assembling sensitive information, project development, client communications, research, and reporting.

This position can be part-time or full-time depending on the candidate. Location to be determined with remote work a component.

Salary Range: \$40,000+, depending on candidate's relevant skills and experience.

PRINCIPLE DUTIES AND RESPONSIBILITIES

- Gather and analyze renewable energy data (primarily solar) using software, such as Excel and QGIS.
- Apply algorithms to models to predict risk and rewards of projects.
- Create graphs, charts, or other visualizations to convey the results of data analysis.
- Produce data layers, maps, tables, or reports, using spatial analysis procedures or Geographic Information Systems (GIS) technology, equipment, or systems.
- Utilize specialized solar project software to determine siting, economics and feasibility.
- Strategize and operationalize solutions with team to foster more widespread adoption of solar power for the public sector in Michigan.
- Creative problem-solving, confidence in your intellectual acumen, motivated to create change in the energy sector.

QUALIFICATIONS/SKILLS & KNOWLEDGE REQUIREMENTS

- Bachelor's degree required.
- Strong analytical skills that includes technical, spatial and financial scenario modeling.
- Strong organizational skills and ability to work independently and with a diverse team. Deadline-driven.
- Knowledge of energy sector, sustainability principles and related is strongly preferred.
- An academic and/or background in infometrics, environmental science, finance, engineering, business.
- Willingness and ability to travel locally for client interaction and events.

HOW TO APPLY

Interested applicants are encouraged to submit a resume and cover letter by email to Brandon Malaski, Operations Manager, at bmalaski@michiganenergyoptions.org.

EXPECTATION FOR ALL EMPLOYEES

Support the organization's mission, vision, and values by exhibiting the following behaviors: excellence and competence, collaboration and accountability, innovation, and commitment to our community. The selected candidate must be able to work in a team-based environment with demonstrated ability to prioritize multiple, competing tasks and demands, and to seek supervisory assistance as needed.