

Description

The Metropolitan Area Planning Council seeks a Clean Energy Coordinator/Planner. This Coordinator/Planner will work on a wide variety of projects in our region, including undertaking comprehensive local energy and climate planning, technical assistance, and regional procurements; developing and analyzing energy use and greenhouse gas emissions data, baselines, and inventories; designing, drafting, evaluating policies, strategies, toolkits, and reports on energy- and climate-related topics; facilitating supportive bylaws, ordinances, permitting procedures, and design guidelines to encourage clean energy, climate change mitigation and adaptation, smart growth, equity, and regional collaboration; and presenting on topics to diverse audiences.

We seek an individual who is innovative, mission-driven, and committed to advancing clean energy and climate progress and equity through just, inclusive, empowering, and informed processes. This is an opportunity to work in a dynamic, interdisciplinary, and innovative environment with professionals who are committed to building a more sustainable future.

About MAPC

MAPC is the Regional Planning Agency serving the people who live and work in metropolitan Boston. Our mission is to promote smart growth and regional collaboration. We are guided by *MetroFuture: Making a Greater Boston Region*, our regional plan for a more sustainable and equitable future, which was adopted in 2008. We work toward sound municipal management, sustainable land use, protection of natural resources and public health, clean energy, efficient and affordable transportation, a diverse housing stock, public safety, economic development, an informed public, and equity and opportunity among people of all backgrounds.

MAPC employs approximately 80 full-time employees located in downtown Boston in a family-friendly, transit-accessible, and bike-friendly office. We take pride in the diversity of our workforce and encourage all qualified persons to apply. For more information about MAPC, the Clean Energy Department, and the *MetroFuture* plan, visit www.mapc.org.

Examples of Duties

This Coordinator/Planner will have the following responsibilities:

- Help cities and towns to develop plans, policies, and programs to promote energy efficiency, to advance renewable energy, and to reduce greenhouse gas emissions in the residential, commercial and municipal sectors.
- Design and run regional energy and climate projects, e.g., procuring energy efficient equipment or services, or planning renewable energy initiatives among municipalities.
- Conduct outreach calls to municipalities for program recruitment, evaluation, or education.
- Research, analyze, and draft reports, briefs, and other materials on existing and potential federal, state, and local clean energy and climate policies, programs, and technologies, and engage on related matters to support MAPC's mission and to help municipalities to achieve clean energy, climate, and sustainability goals.
- Prepare and present reports on municipal and community energy use and GHG emissions, including strategies, data, and policies.
- Expand and maintain relationships between MAPC and relevant stakeholders, including municipal partners, community groups, utilities, and state agencies.
- Support the maintenance of MAPC's Clean Energy webpage and program materials.
- Coordinate energy and climate-related forums, events, and workshops.
- Other duties as necessary to advance the goals of the Clean Energy Department and MAPC.

Occasional evening, early morning, and weekend meetings, and local travel are a responsibility for this position.

Typical Qualifications

Candidates must have either a:

- Bachelor's degree PLUS a minimum of three years of professional experience working directly with clean energy and climate issues in a public or private sector setting, OR
- Master's degree in planning, public policy, engineering, or public or business administration, with training in clean energy, climate, sustainability, or related disciplines PLUS a minimum of one year of professional experience working directly with energy and climate issues in a public or private sector setting.

The successful candidate will demonstrate most or all of the following:

- Knowledge and experience in energy efficiency, renewable energy, and climate program models and technologies.
- Experience with the laws, rules, and regulations regarding the Green Communities Act, Global Warming Solutions Act, and other environmental, climate, and clean energy regulations and policies.
- Familiarity with clean energy opportunities for housing, building construction or retrofits, or site development.
- Ability to analyze energy and climate data and identify trends.
- Ability to convey energy and climate topics, issues, and data to a wide variety of audiences.
- Strong research, writing, analysis, and public presentation skills.
- Familiarity with key energy and climate related tools, such as MassEnergyInsight, Energy Star Portfolio Manager, and GHG inventory frameworks.
- Ability to manage complex projects or programs, and work well independently as well as within a team setting.
- Competency and flexibility in public process, facilitation, and collaboration.
- Ability to work with the public and to articulate planning and policy issues to a wide variety of audiences.
- A commitment to advancing smart growth, regional collaboration, and equity.
- Strong organizational skills and ability to work effectively with community groups and government officials, especially local elected and appointed officials.

Compensation and Benefits

The starting salary ranges from \$55,000 - \$65,000, depending on qualifications and experience. This is a full time exempt position. MAPC offers excellent Massachusetts state employee benefits as well as a flexible, supportive, and family-friendly work environment and a commitment to continued professional development.

Apply To

Apply online at www.mapc.org. Please attach a cover letter and resume. A review of applications will begin immediately. Applications will be reviewed on a rolling basis until the position is filled. Candidates must have legal authorization to work in the USA and a valid driver's license and/or the ability to arrange transportation to meetings in different parts of the region.

MAPC is an EOE/AA employer. We take pride in the diversity of our workforce and encourage all qualified persons to apply.