



**State of New Jersey
Board of Public Utilities**

ANTICIPATED JOB VACANCY

JOB POSTING #: 31-2020

DATE OF POSTING: December 23, 2020

DATE OF CLOSING: January 22, 2021

TITLE: Clean Energy Equity and Workforce Development Climate Fellow

SALARY: Commensurate with Experience

EXISTING VACANCIES: One (1) two-year grant-funded position

DIVISION/LOCATION: Board of Public Utilities
Division of Clean Energy

GENERAL DESCRIPTION: Under the direction of the Division Deputy Director of Clean Energy Equity, will be responsible for managing multiple high-priority diversity, equity, and inclusion initiatives to advance a stronger and fairer New Jersey and access to the benefits of clean energy, including workforce opportunities, for all residents.

Background:

New Jersey Board of Public Utilities (BPU) action in June 2020 set New Jersey on a course for rapid transformation of the energy efficiency landscape with the release of requirements for utilities to reduce gas and electric usage in their service territories by at least 1.10% and 2.15% annually. New Jersey faces significant threats from climate change and, more recently, the health and economic impacts of COVID-19. Now, more than ever, energy efficiency (EE) will assume a vital role in the State's response to both. EE helps reduce greenhouse gas emissions and mitigate climate impacts while bolstering the economy, a necessary co-benefit during this global crisis. EE projects are labor intensive, and increased achievement of EE will greatly strengthen the job market. EE also provides long term benefits for participants, such as reducing utility bills and improving health, comfort, and safety.

At the same time, the State must ensure universal access to energy efficiency measures, which serves the needs of all New Jersey residents, including low-income communities. This framework for the next generation of EE programs seeks to reduce the inequity currently experienced by groups and individuals across New Jersey who disproportionately lack access to

energy-efficient housing, appliances, and technologies. Additionally, the existing EE workforce itself does not represent the diversity of the state it serves.

A successful candidate will demonstrate the ability to:

- Develop and implement plans for equitable access by all New Jersey residents to increase energy efficiency opportunities, reduce greenhouse gas emissions;
- Assist with developing metrics to track progress; and
- Develop plans to expand the EE workforce and workforce diversity.

Work Responsibilities:

- Work to ensure equitable access to all State and utility programs, including energy efficiency programs;
- Collaborate with the Deputy Director and other staff on the design, development, and implementation of a “training to jobs” workforce development pilot program in overburdened communities;
- Assist with establishing a contractor mentorship program to expand access and opportunity to women, minority, and veteran-owned businesses, as well as other diverse businesses;
- Perform duties supporting the Deputy Director in leading the EE Equity Working Group;
- Assist with coordination of the EE Workforce Development Working Group;
- Participate with various teams in the planning and implementation of projects, including professional staff members (i.e., engineers, projects specialists, strategic BPU and other agency team partners), as well as consultants and contractors, setting timelines, communicating with the Division Director and Deputy Director about the status of the projects, ensuring that projects stay on track and on budget, and adjusting if necessary to meet new requirements;
- Work with the Deputy Director to manage and facilitate engagement with individuals, organizations, and businesses outside of the BPU to advance project and program objectives. Coordinate, oversee, and track project metrics and deliverables;
- Coordinate and engage effectively, under the Division Director, with stakeholders and constituents, including, but not limited to, stakeholder meetings, meetings with interested parties, etc.;
- Coordinate and collaborate with partner agencies (i.e., EDA, DEP, Department of Labor and Workforce Development, etc.) to achieve project deliverables, such as for healthy

homes and whole house initiatives, and meet organizational timelines, as well as monitor and participating in related projects and programs;

- Develop and participate in new opportunities, prepare effective presentations and proposals, and take an active leadership role in the development of new programs and projects;
- Work with and manage contractors and consultants as required;
- Review and assist the Energy Efficiency team in the modification, updating, and/or redesign of programs and eligibility criteria of programs available through the New Jersey Clean Energy Program;
- Develop policy recommendations, perform technical reviews, grant proposal review and grant management, market analysis, program oversight, budget assessment, Board Order and other regulatory document preparation and presentation, and the review and preparation of comments on relevant legislation as required; and
- Interact regularly with Commissioners, legal staff, representatives of other state agencies, utility representatives, market participants, and other stakeholders.

REQUIREMENTS: Graduation from an accredited college or university with a Bachelor's degree; Master's degree preferred.

EXPERIENCE: Demonstrated project management skills, including such factors as interpersonal skills, decision-making, problem analysis and creative thinking, administrative judgment, delegation, budgeting or financial control, interdepartmental cooperation/liaison, and organizational awareness are required.

NOTE: Experience with workforce development, Diversity, Equity, Inclusion, and Justice (DEIJ) initiatives, the energy industry, environmental protection, and/or sustainability issues preferred.

OPEN TO THE FOLLOWING: Open to NJ Residents.

PLEASE FORWARD RESUMES VIA MAIL OR EMAIL TO:

NJ Board of Public Utilities
Office of Human Resources
P.O. Box 350
Trenton, NJ 08625
humanresources@bpu.nj.gov