

National Association of State Energy Officials
Job Posting: Clean Transportation Program Director

Description

The National Association of State Energy Officials (NASEO) is seeking a Clean Transportation Program Director to lead NASEO's growing electric vehicle (EV) and clean transportation program. The Clean Transportation Program Director will support the State and Territory Energy Offices as they: design and implement EV infrastructure programs; explore policy and programmatic frameworks to support medium- and heavy-duty vehicle electrification; advance other clean transportation fuels (e.g., sustainable aviation fuels, hydrogen); support economic and workforce development opportunities related to clean transportation; and design and implement policies and programs to support emerging technologies and activities in the clean transportation space.

Working under the direction of NASEO's Chief of Staff, the Clean Transportation Program Director will support State Energy Offices' EV and transportation activities by: designing and implementing EV and clean transportation program strategy for NASEO; facilitating discussions and convening the NASEO Transportation Committee, EV working groups, regional EV collaborations, and NASEO members and Affiliates generally for calls, webinars, and events; leading clean transportation fundraising efforts and building and maintaining relationships with funders; developing and managing EV and clean transportation grants and projects for NASEO; developing and reviewing EV and clean transportation policy and program research and analysis; serving as a liaison between the State Energy Offices and federal agencies as well as the private sector on EV and clean transportation issues; and representing NASEO's transportation program at conferences and events.

The Clean Transportation Program Director will communicate regularly with state and external partners, including federal, corporate, philanthropic, and non-governmental representatives. The ideal applicant will have experience facilitating discussions amongst policymakers, expert understanding of the EV and clean transportation policy environment and market, proven experience with fundraising and grant management, sound judgment, a sensitivity for the diversity and priorities of states, an enthusiastic demeanor, understanding of state energy roles and responsibilities, and exceptional oral and written communication skills.

Exceptionally qualified candidates may be hired at the Senior Program Director level.

Position Responsibilities

- Lead NASEO's EV and clean transportation program strategy development, in consultation with the NASEO Chief of Staff and clean transportation team
- Facilitate discussions with policymakers and program implementers in the State and Territory Energy Offices and other state agencies to identify needs and priorities of the states, provide technical assistance, and facilitate peer-to-peer exchange

- Lead agenda development and event execution (non-logistical) for small, medium, and large EV and clean transportation convenings
- Lead research and analysis on EV and clean transportation policies, programs, and market developments (including but not limited to case studies and model EV policy and programs; model RFIs, RFPs, and other program and policy templates; analysis of electric system needs as they relate to EV charging stations, etc.) to inform NASEO's delivery of technical assistance and informational resources (such as reports, workshops, and presentations) to members.
- Prepare summaries and analyses of relevant federal clean transportation policies and programs for distribution to members, and develop recommendations for states.
- Ensure key NASEO priorities and messaging are integrated into project designs, resources, and communications; such priorities may include, but are not limited to, communicating the importance of State and Territory Energy Offices in EV and clean transportation policy and program development; advancing principles of equity, inclusion, and diversity in NASEO initiatives and events; and embracing bipartisan, practical solutions to the energy transition and climate challenge.
- Respond to and anticipate State Energy Office transportation program, policy, and information needs.
- Represent NASEO's transportation program to external audiences at conferences and events.
- Lead project management and reporting for grants, including federal cooperative agreements and private foundation funds.
- Manage relationships with funders, secure funding for new projects.
- Ensure relevant sections of NASEO's website are kept updated and organized.
- Support NASEO conference preparation, development, and execution, which may require travel.

Desired Qualifications and Skills

- Bachelor's degree or equivalent work experience in a related field; Master's degree is preferred.
- Experience facilitating dialogue between policymakers, ideally at the state level.
- Expert understanding of the EV and clean transportation policy environment and alternative fuels market.
- Excellent writing, speaking, meeting facilitation (both virtual and in-person), and computer/word processing abilities.
- Passion for, and demonstrated ability to appreciate and communicate, states' roles in advancing clean transportation policies and programs.
- Project organization and grant management expertise; experience with federal cooperative agreements is preferred.
- Demonstrated success in research and policy analysis.

About NASEO

NASEO is the only national non-profit association for the governor-designated energy officials from each of the 56 states, territories, and District of Columbia. Formed by the states in 1986, NASEO is a nonpartisan organization that facilitates peer learning among State Energy Officials, serves as a resource for and about State Energy Offices, and advocates the interests of the State Energy Offices to Congress and federal agencies. More information about NASEO's members, programs, and events is available at www.naseo.org.

Compensation and Benefits

The expected salary range – depending on the hiring level of Program Director or Senior Program Director – is \$95,000 - \$125,000, and is negotiable based on the candidate's experience. NASEO offers competitive salary and benefits, significant and regular opportunities for performance reviews and professional growth, and a collegial work environment. Exceptionally qualified candidates may be hired at the Senior Program Director level.

How to Apply

Interested candidates are invited to submit a resume (no longer than two pages) and one-page cover letter as PDFs to jobs@naseo.org with the subject line "NASEO Clean Transportation Program Director." Applications will be reviewed on a rolling basis until the position is filled.

Location

This position is located in NASEO's office in Arlington, Virginia. Exceptionally qualified candidates may work remotely with the expectation of regular travel to support relationship-building with the NASEO team and key Washington, D.C.-based partners.