

Business Development Manager

LOCATION | WELLESLEY MUNICIPAL LIGHT PLANT (“WMLP”)

STATUS | FULL-TIME POSITION, with potential option of reduced hours

CONCENTRATION | CONSERVATION & BUSINESS DEVELOPMENT

REPORTS TO | WMLP DIRECTOR

POSITION SUMMARY

Responsible for leading and growing Wellesley Municipal Light Plant’s sustainability business line, including Energy Efficiency (EE), Greenhouse Gas Reduction, Distributed Energy Resources (DER), and Electrification. Supports WMLP’s sustainability practice and incentive strategies resulting in the achievement of goals set by Director and Municipal Light Board (Board). Focuses on how sustainability efforts, beneficial electrification and implementation of DER can best support WMLP’s core business and Climate Action Plan objectives. Develops and implements comprehensive plans targeting residential, commercial, and industrial customers.

ESSENTIAL JOB FUNCTIONS/RESPONSIBILITIES

In this leadership role, the essential functions include, but are not limited to the following:

- Leads the planning, designing, and implementation of WMLP sustainability and Beneficial Electrification programs
- Communicates WMLP strategies with other town departments, advocacy groups, residential and commercial customers, engaging leadership in defining the case for change
- Performs studies of energy and demand savings impacts of electric energy efficiency programs
- Measures performance of distributed generation, renewable energy projects, and the impact of beneficial electrification
- Performs baseline studies of equipment, buildings and customer usage patterns
- Oversee the development and implementation of cost-effective statistical tests and analyses for the entire portfolio of energy efficiency programs
- Provides direction, management and supervision of the WMLP Sustainability, Electrification, and Incentive programs
- Establishes relationships with state legislators and stays current with federal and state policies and available related programs

- Responsible for ensuring adherence to all laws and industry regulations
- Provides strong communication with internal and external stakeholders
- Establishes relationships with other sustainability consultants, regulatory entities, vendors and product/service companies
- Manage all aspects of the various efficiency programs including contracts and contract renewals
- Develops and maintains relationship with DOER, coordinates DOER reporting, helps to develop and respond to DOER grant opportunities
- Develops and maintains relationships with industry special interest groups and promotes WMLP as a leader in sustainability and energy conservation
- Tracking industry trends and other market changes that impact program offerings
- Create budgets and implementation plans under which to operate the programs, monitors performance against budgets and acts to meet budget requirements
- Actively performs business development in order to expand utility participation in program offerings and increase revenue
- Research, development and implementation of policies that improve the WMLP's environmental impact without detracting from other business goals

LEVEL OF RESPONSIBILITY

- Works independently. Determines long range, strategic direction of the functional area within confines of overall strategic plan
- Influences action at a senior level including interactions with customers and other stakeholders
- Represents WMLP's Director when dealing with other town departments, customers, advocacy groups and other meetings with stakeholders
- Position is responsible for planning and managing, directly and through members of the WMLP team, programs development and implementation

SUPERVISORY RESPONSIBILITIES

Responsible for the work and results of employees within area of responsibility, influences others within organization

QUALIFICATIONS (EDUCATION/KNOWLEDGE, SKILLS, AND ABILITIES)

- Bachelor's degree required in Marketing, Business, Finance, Economics, Sustainability, or related field. Advanced degree is preferred

- Five (5) to ten (10) years prior experience in the energy efficiency field
- Expert capabilities with spreadsheets, Microsoft Office suite
- Strong verbal and written communication skills
- Highly effective leadership experience
- Working knowledge with Energy Efficiency programs in the Commonwealth and with Department of Public Utilities (DPU) and Division of Energy Resources (DOER) staff is a plus.
- Highly knowledgeable and experienced leader who is comfortable performing multiple tasks and supporting a variety of initiatives in a deadline-driven environment
- Self-starter who understands the energy efficiency marketplace and can develop and execute programs
- Strong interpersonal communication skills with the ability to assemble and lead teams in the successful completion of major tasks

WORKING CONDITIONS & PHYSICAL EFFORT

The following work environment characteristics represent those the ***Business Development Manager*** will encounter while performing the essential functions of this job.

Physical Demands/Efforts

- Work performed is typically sedentary with occasional periods of walking and standing. May require slouching, kneeling and crouching

Mental & Visual Demands

- Work performed by this position requires a high degree of mental concentration and the ability to prioritize and effectively execute extremely complex tasks
- Work requires frequent visual effort for extended periods of time

Work Environment and Hazards

- Work environment is in a typical office setting free from noise and hazards

The Wellesley Municipal Light Plant offers a competitive salary and benefits programs, and a dynamic and supportive team structure. Applicants interested in this position should send a resume, cover letter and salary history to jscannell@wellesleyma.gov.