



TECHNOLOGY AND MARKET SOLUTIONS MANAGER

Job Overview

Are you interested in helping to create a more sustainable future by reducing energy use and carbon emissions? Do you enjoy solving problems by working with partners? If so, consider applying to Northeast Energy Efficiency Partnerships (NEEP) for this Manager position. This position is appropriate for someone with interest in how low-carbon technology adoption can help slow climate change and who has experience and interest in research, analysis, strategy, and collaboration.

[NEEP](#) was founded in 1996 as a non-profit organization to promote the efficient use of energy in homes, buildings, and industry in the Northeast and Mid-Atlantic region. Our mission is to accelerate energy efficiency as an essential solution that creates a stronger economy, a more reliable and affordable energy system, and slows climate change. This supports our region's long-term shared goal to reduce carbon emissions by at least 80% by 2050. NEEP is based in Lexington, Massachusetts, with staff in locations around the region.

NEEP is seeking a full-time Manager of Technology and Market Solutions who will be an integral member of NEEP's Technology and Market Solutions team. This team works collaboratively with industry, utilities, states, and federal agencies to accelerate the regional market adoption of high energy efficiency technologies and practices. The Manager will provide subject expertise on low-carbon building technology deployment strategies and best practices, programs models, and services to integrate these technologies, and inform related public and private policies toward this end. The Manager will also track market developments and identify emerging trends that affect the strategic work of NEEP and its partners. The Manager reports to the Director of Technology and Market Solutions.

Responsibilities

Strategy, Planning, Research and Development

- **Planning:** Lead preparation of annual program plans and budgets for specific building technology areas, and inform proposal development to guide and secure resources for NEEP activities. Ideate, pilot, deploy, and evaluate projects and program initiatives most suitable for regional adoption.
- **Strategy Development:** Facilitate development of technology and market solutions strategies to achieve major energy and greenhouse gas savings from the accelerated market adoption of high efficiency products in the residential, commercial, and industrial sectors. Identify approaches and solutions that address economic and societal issues in the region, including energy insecurity, health, and justice to ensure equitable access and outcomes for all.
- **Research and Analysis:** Stay informed of new technologies and practices that may be useful in improving efficiency and decarbonization across a variety of sectors including residential, commercial, and industrial facilities and transportation.



Facilitation, Coordination, and Management

- **Market Transformation Strategies/Partnership Groups:** Facilitate and coordinate the activities of Working Groups and Leadership Advisory Committees for specific projects; plan and execute meetings; develop reports, presentations, and relevant follow up.
- **Market Activities:** Track market developments, build and maintain working relationships with leading trade allies; facilitate development and implementation of cooperative promotional activities between market actors and efficiency program administrators.
- **Strategic Coordination:** Coordinate NEEP's project activities with other relevant national and regional efforts including participation in selected conferences and workshops.
- **Internal Coordination:** Coordinate project activities and materials with other NEEP projects to advance energy efficiency, and actively participate in and contribute to NEEP staff meetings and activities.

Communications

- **Reporting:** Prepare quarterly and annual progress reports and provide information as needed for internal and external communications.
- **Presentations & Publications:** Facilitate and assist preparation of presentations and reports and speak publicly to increase the visibility and understanding of strategies, activities, and results. Be a resource on technical topics to members, policymakers, and the media through consultations, presentations, and written materials.
- **Media:** Manage NEEP web-based resource center updates; prepare regular blog and newsletter contributions; and assist preparation of news releases.
- **Workshops and Webinars:** Plan and hold in-person and web-based events to support strategy development and implementation across the region.

Qualifications

- Demonstrated academic and/or professional experience in energy systems, engineering, building technology, architecture, or other related field
- Work experience with energy systems and building technologies
- Demonstrated ability to understand technical concepts and speak and write about them clearly and concisely
- Strong verbal technical communication and presentation skills
- Ability to take direction, work independently, and coordinate with others
- Proficient in Microsoft Office (PowerPoint, Excel, Word) and internet tools, website development, and content management systems a plus
- Interest in energy efficiency; ability to be an advocate for [NEEP's mission and vision](#)
- Must reside in one of [NEEP's 13 states/jurisdiction](#) in the Northeast and Mid-Atlantic region
- Skilled in effectively working with and respecting diverse perspectives



Application Process

To apply please see our [posting on Indeed](https://www.indeed.com) (www.indeed.com). A resume, writing sample, and a cover letter telling us why you're a rock star will be required. **No phone calls please.**

NEEP offers a competitive salary and a generous benefits package including health, dental, life, and disability insurance, personal time, and a generous matching 401(k) with an excellent work/life balance.

NEEP is committed to an organizational culture of inclusion, diversity, and equity. We are committed to a policy of non-discrimination and equal opportunity for all employees and qualified applicants without regard to race, color, sex, age, national origin, and physical or mental disability. We apply this policy to assure non-discriminatory practices in recruiting, hiring, training, promotion, compensation, benefits, and all other activities. It also supports our capacity to achieve our mission on a regional scale.