

Program Manager

Bevilacqua-Knight, Inc. (BK_i) seeks a Program Manager to implement regional building energy retrofit programs in California. The position is based out of Southern California (location to be determined in LA County). If you have 5+ years of experience in the energy efficiency field, please, read on... This work will require that you are primarily involved in managing comprehensive building retrofit programs allied with the solar and green contractor communities to make existing buildings more environmentally sound as well as comfortable, safe, and economical to operate. With an environmental focus, your consulting projects will advance the use of socially and environmentally beneficial programs and technologies for large communities.

ABOUT BK_i

BK_i is a leading energy consulting firm that focuses on fostering energy efficiency and environmental gains in buildings, power supply, and vehicles. BK_i specializes in designing and implementing community-scale building retrofit programs and policies for government and utilities. Our firm has a strong background in governmental policy development and management of programs to move new technical practices and technologies from R&D into practical commercial use. Founded in 1980, the firm continues to expand our teams by attracting and bringing on board dedicated, talented people with a passion for making a difference. Our engaging work atmosphere is casual, collegial, focused and active.

RESPONSIBILITIES AND DUTIES

This position requires a flexible schedule, as some responsibilities involve travel and evening and weekend activities.

- Develop detailed program budgets and schedules and manage all aspects relating to successful implementation of regional building retrofit programs.
- Identify and coordinate with all participating local governments, relevant funding sources and existing programs. Examples of funding sources include EECBG, SEP, and DOL workforce grants. Programs include CSD Weatherization Assistance Program (WAP), CPUC Low Income Energy Efficiency Program (LIEE), IOU and local Whole House Energy Efficiency Programs, NSP Foreclosure Recovery Funds, and financing options such as AB811 and FHA 203K mortgage funds.
- Engage all appropriate existing building stakeholders in the regional program's territory to ensure stakeholder buy-in, inform program design, leverage all available marketing distribution channels and spread the word about program offerings.
- Analyze local market potential to inform program design and implementation strategies.
- Develop building retrofit program implementation plans including all program policies and procedures.
- Develop effective management and coordination structures to ensure that all program elements are effectively implemented and program growth continues.
- Organize and manage program launch activities.
- Develop and implement workforce education and training plan and schedule in coordination with allies such as CBPCA.

- Implement consumer marketing and outreach strategy that leverages the funding and distribution channels of existing building stakeholders at the state, regional, and local levels.
- Work with partners to establish financing and incentive programs.
- Implement and oversee program quality assurance activities in coordination with utility incentive programs.
- Assess and select policy options with stakeholder input that are tailored to local government needs while advancing regional consistency to the maximum extent feasible and appropriate.
- Establish and manage program and consumer feedback mechanisms to ensure ongoing program management and enhancement.

QUALIFICATIONS AND EXPERIENCE

- At least 5 years hands-on experience (either public-sector or private-sector) in the energy efficiency field; thorough understanding of business and regulatory decision-making processes.
- Proven communication plan development and implementation skills.
- Proven ability to navigate among divergent political interests and manage relationships with competing political partisans in a professional, ethical, and nonpartisan manner.
- Proficient organizational and strategic skills.
- Strong writing, public speaking, and interpersonal communication skills; friendly, outgoing nature and an eagerness to serve clients, partners, and the public interest.
- Experience in budget development and management.
- Knowledge of energy efficient design, construction strategies, technologies and materials and the ability to articulate the environmental, health, and economic benefits of green building.
- Self-sufficient office skills: ability to work with MS Word, MS Excel, MS PowerPoint and Windows operating systems. Access (or other database) experience is preferred.
- A proven commitment to addressing a variety of environmental and public health issues through energy efficiency and an appetite to learn more about the rapidly evolving field.

EDUCATION AND BACKGROUND

Baccalaureate degree from an accredited college or university in related field AND at least five years of progressively increasing responsibility related to duties similar to those described for this position.

SALARY AND BENEFITS

The Program Manager is a full-time position. Salary is based on qualifications and experience. BKi offers a competitive benefits package including medical, dental, vision, disability, and life insurance, profit sharing and 401k retirement plans, educational allowance, and paid holidays, sick leave, and vacation.

We're an equal opportunity employer, committed to the professional growth of our people.

TO APPLY: If you are qualified and would like to be considered for this position, please email your resume, cover letter and salary history and expectations to: bkijobs@gmail.com.