



## **Electricity Program Manager at The Energy Cooperative**

### **Organization Description**

The Energy Cooperative connects our members to local energy services, empowering them through group-buying power to stretch their dollars farther and purchase renewable energy sources that help create cleaner, healthier communities. We've been the area's member-owned, nonprofit energy supplier since 1979!

Currently, we provide a 100% renewable electricity product to residential and commercial consumers in PECO's territory. The Energy Cooperative also distributes biodiesel to many commercial and municipal fleets throughout the greater Philadelphia area and our Heating Oil Program has almost 5000 members in the region.

Located conveniently in Center City Philadelphia, you'll be working with our small staff of dedicated, passionate individuals in a relaxed office environment. If you find sustainability, energy, or program development exciting, we want you to join our team! Bring with you your enthusiasm, friendliness, open-mindedness, resourcefulness, diligence, sense of humor, and anything else you think of and put it all to work on behalf of our members and our mission.

For more information about The Energy Cooperative, please visit our website: [www.TheEnergy.Coop](http://www.TheEnergy.Coop).

### **Department Description**

The Energy Cooperative is one of the most successful and resilient competitive suppliers of retail electricity in the Commonwealth of Pennsylvania. We enjoy unrivaled loyalty from our member base because of the trust we have earned and our track record of quality customer service. As a member-owned cooperative, our customers are our owners. The Energy Cooperative and our management team have been recognized with awards and accolades for our innovative work and commitment to the community.

The Energy Cooperative is a licensed retail electricity supplier serving customers in the PECO service area. The Energy Cooperative is a long-standing member of the PJM Interconnection, the Regional Transmission Organization serving the Pennsylvania region. Our Electricity Program ambition is to offer consumers, institutions and business with electricity that is both environmentally sustainable and empowers limited-income households with the opportunity to reduce their energy budget burden.

### **Job Description**

Your role will be to manage the growth and administration of The Energy Cooperative's Electricity Program. Rate caps imposed on regulated utilities in Pennsylvania during the past decade have limited the growth of competitive retail electricity markets. Those rate caps are now rolling off, opening up opportunities to significantly expand our member base, move into new regions, and/or diversify our product offerings. The right candidate will help lead the effort to evaluate the growth options, develop strategy, and execute growth of our Electricity Program. Concurrently, the candidate will manage the existing Electricity Program supply portfolio, including negotiating and procuring power supply contracts from wholesale power market suppliers. These diverse responsibilities will require a versatile applicant who can recognize "big picture" issues to develop



strategy and then switch gears to the “little picture” to manage contracts and implementation. You will report to one of the two Co-Directors.

Major areas of responsibility include:

- contracting for and managing supply of electricity and renewable energy credits;
- conducting research and analysis for existing and new markets in Pennsylvania;
- assisting with the creation of targeted, electricity program market plans and campaign management;
- addressing electricity member concerns and troubleshooting issues.

This position requires the ability to multitask and a comfort level with varying levels of program development, from high-level decision making to customer service troubleshooting. You will need the ability to work independently, an eagerness to take ownership of tasks, and persistence to resolve problems.

### **Qualifications**

The ideal candidate will be eager to learn and quick on the uptake, thorough, persistent, enthusiastic, friendly and responsive to member needs. Though a background in power markets is strongly preferred, proven success from a comparable line of business and demonstrated capacity to learn quickly can serve as a substitute in the right applicant. This candidate will also possess the following minimum qualifications:

- Bachelor’s degree
- 3-5 years experience in the nonprofit or business fields
- Strong interest in the electric industry
- Excellent analytical skills
- Strong oral and written communication skills
- Excellent computer skills in a Microsoft Windows environment. Must include MS Excel, database management, and record keeping
- Team oriented yet possesses the ability to work independently and take ownership of tasks
- Good organizational skills
- Commitment to sustainable energy practices and the organization’s mission
- Commitment to the cooperative movement

Preferably the candidate would have:

- Bachelor’s degree in business or engineering field
- 3-5 years experience in the retail electricity markets
- Knowledge of basic bookkeeping and QuickBooks

The Energy Cooperative is an equal opportunity employer. Policy prohibits discrimination or harassment on the basis of race, color, religion, national origin, ancestry, sex, gender, age, marital status, familial status, sexual orientation, disability, or veteran status. Further, The Energy Cooperative continues to support and promote equal employment opportunity, human dignity, and racial, ethnic, and cultural diversity. All are encouraged to apply.



### **Hours, Compensation & Benefits**

This is a full-time, overtime-exempt position available immediately. Hours are 9:00am – 5:00pm, Monday-Friday.

Annual salary range is \$45,000 - \$50,000, contingent upon experience. Opportunity for advancement.

Generous benefits package includes: health, dental, vision coverage; substantial paid vacation, holiday and sick time; and TransitChek enrollment.

### **How to Apply**

Submit your resume and cover letter to Jossi Fritz-Mauer, Director of Biodiesel Distribution, at [jossi@TheEnergy.Coop](mailto:jossi@TheEnergy.Coop), and use "Electricity Program Manager" as the subject line. Tell us how you learned about this position and why you think you'd be a good fit.

No phone calls or recruiters, please.