

Job Title: [Executive Director](#)

Location: Portland OR

Industry: Non-profit Energy sector

Reference: #13484

Date: August 19th, 2022

Category: Executive Search

About the Organization:

The Northwest Energy Efficiency Alliance (NEEA) is a catalyst for energy efficiency and Market Transformation in the Northwest. A non-profit, NEEA is an alliance of more than 140 utilities and energy efficiency organizations working on behalf of more than 13 million energy consumers to reduce energy consumption by promoting energy efficiency. NEEA is dedicated to accelerating both electric and gas energy efficiency, leveraging its regional partnerships and relationships with manufacturers to advance the adoption of energy-efficient products, services and practices.

The Position

Boly:Welch is working in partnership with NEEA to lead the search for their next Executive Director. This is a critical time for energy efficiency and market transformation. We seek to identify a best-in-class leader with proven experience making transformational impacts within the energy sector, building consensus, and moving this incredible organization forward.

Reporting to the Board of Directors, the Executive Director is responsible for the overall management of the organization, provides strategic and policy direction and leads the senior executive team to accomplish NEEA's vision. The Executive Director maintains effective working relationships with key stakeholders and other Northwest electric and natural gas utilities that fund the organization. The Executive Director also builds and maintains relationships with regional and national non-government organizations (NGOs), regional and national government organizations, and numerous other constituents including utilities, regulators, contractors, trade allies, and elected officials. The Executive Director oversees all internal operations including strategic planning, development of an annual budget of \$30+ million, program design and delivery to achieve performance metrics and meet goals, legal compliance, and continuous improvement of business systems and operations.

We seek a leader who intentionally welcomes the contributions of all stakeholders while encouraging teams to voice different perspectives, discuss differences of opinion and inform the overall business strategy.

Key Responsibilities:

Executive Leadership

- Hires and leads the executive management team, inclusive of diverse viewpoints that results in clear business solutions, decision-making and effective communication.
- Complies with performance measures and achieves goals and objectives in a way that builds trust and confidence.

- Fosters a positive culture at NEEA of teamwork, work-life balance, high performance, staff development and succession planning, collective accountability and commitment to NEEA's mission.

Strategic Planning

- Provides strategic leadership and direction for the organization, engaging staff, Board and stakeholders in effective, collaborative planning efforts.
- Develops and manages a strategically prioritized portfolio of cost-effective energy efficiency/market transformation projects and research that achieve their stated goals.

Board of Director Relations

- Ensures effective engagement of all Board members and helps coordinate Board recruitment.
- Facilitates effective governance and board development processes

Operational Management

- Aligns the annual budget with action plan priorities and manages financial resources and controls costs in alignment with approved Annual Operations Plan and Special Project Plans.
- Oversees design and implementation of programs to meet energy efficiency market transformation goals in strategic and annual plans.
- Ensures compliance with all legal, contractual and fiduciary obligations and conducts high-level negotiations as needed.

Communications and Stakeholder Relations

- Keeps constituents well informed and engaged with NEEA activities through planning, development, education, outreach and other collaborative activities.
- Represents the organization in statewide, regional, national and other energy forums designed to further energy efficiency and leverage Northwest market transformation efforts.

Qualifications:

- M.A. or M.S. in business, public administration, policy, or management preferred, or equivalent work experience.
- Minimum 10 years supervisory or managerial experience with demonstrated expertise in business, financial, personnel management and decision-making for an organization or division of comparable size and complexity.
- Experience leading a large, high-performing professional organization or division or experience as the senior executive responsible for managing a complex business function with a high degree of autonomy and accountability.
- Proven ability to work effectively with non-profit Boards and committees.
- High integrity, skill and sound judgment in developing and managing a multi-million-dollar budget, identifying strategic priorities, appropriately allocating financial and human resources, accounting for risk, adapting to dynamic circumstances and managing staff to perform effectively within established budgets.

- Fully knowledgeable about energy policy, energy efficiency issues and opportunities and the electric and natural gas utility business.
- Relevant knowledge of energy trends and technologies, utilities, customer needs, statewide energy planning issues and related energy efficiency goals and strategies.
- Relevant knowledge of the use of market transformation theory as applied to the energy efficiency industry and market adoption of new technologies.
- Experience addressing diversity, equity and inclusion both in internal staffing and processes as well as in markets served by northwest utilities.
- Experience working with a wide variety of stakeholders and constituents related to the electric power and natural gas industries.
- Demonstrated active listening, negotiation, and relationship development skills to build partnerships, trust and credibility with a wide range of stakeholders and staff in order to achieve objectives.
- Exceptional verbal and written communication skills, including effective public speaking and ability to engage with and motivate people.
- An equivalent combination of education, experience and training that would provide the knowledge, skills and abilities required for the successful performance of the essential job duties will also be considered.

Compensation and Benefits

NEEA offers a competitive salary in addition to a comprehensive benefits package and relocation assistance if necessary.

Diversity, equity and inclusion is at the heart of NEEA's mission to represent the Northwest's collective voice and transform the market for the benefit of all consumers in the Northwest. NEEA strives to be an active part of a business culture that achieves diversity, equity and inclusion in its employees, business partners and programs.

For a detailed position description, and to learn more about this opportunity, please send your resume and a cover letter to the attention of Debbie Zurow at d.zurow@bolywelch.com.

