



## **Position Announcement**

**Title: Executive Director, New England Clean Energy Foundation & VP Innovation, New England Clean Energy Council**

**Location: Boston, MA**

### ***ORGANIZATION DESCRIPTION***

The New England Clean Energy Council (NECEC, a 501c6) and the New England Clean Energy Foundation (NECEF, a 501c3) are affiliated non-profit organizations founded in 2007 that have had a strong impact on the emergence and growth of a vibrant clean energy cluster in New England—and on national clean energy initiatives as well. NECEC is the leading clean energy trade association in the New England region, representing hundreds of clean energy companies, while NECEF is the leading clean energy cluster development organization, researching and developing innovation, workforce and other related programs.

*The New England Clean Energy Council's mission is to accelerate New England's clean energy economy to global leadership by building an active community of stakeholders and a world-class cluster of clean energy companies. The Council represents close to 400 member and affiliate member organizations, including clean energy companies, venture investors, major financial institutions, universities, industry associations, utilities, labor and large commercial end-users. The Council's ranks include clean energy CEOs, representatives from most of the region's top 10 law firms, and partners from most of the top New England venture capital firms.*

*The New England Clean Energy Foundation's mission, as a supporting entity of the New England Clean Energy Council, is to accelerate New England's clean energy economy to global leadership through innovation, education, workforce development, and research programs.*

Working with their stakeholders, NECEC and NECEF develop and execute a wide array of programs in six strategic focus areas: Innovation, Growth, Education & Workforce Development, Adoption, Policy & Advocacy, and Research.

### ***POSITION BACKGROUND***

The combined position of NECEF Executive Director and NECEC VP Innovation is the 2<sup>nd</sup> most senior role in the NECEC leadership team, reporting to the NECEC President, and has lead responsibility for NECEC's Innovation programs and NECEF's programs across Innovation, Education & Workforce Development and Research.

The NECEF E.D. is responsible for developing, managing and growing a number of existing and new NECEF programs and efforts (see "key responsibilities"). In addition, the E.D. will manage a small team dedicated to NECEF programs, and will have fundraising goals and funder relationship management responsibilities. The NECEF Executive Director and NECEC VP Innovation will report to the President of both NECEC and NECEF. While the combined NECEC and NECEF organization is small and many projects and events are a team effort, this new role is intended to bring focus and growth to NECEF's clean energy cluster development efforts.

## **KEY RESPONSIBILITIES**

- Executive Director of proposed New England “i6 Green” program, a multi-agency competition that focuses on the nexus between economic development and environmental quality, spotlighting the best ideas that contribute to a vibrant, innovative clean economy.
- Lead for expansion of i6 Green New England effort to become large-scale New England Energy Innovation Consortium at a target of \$5-25M per year.
- Manage full-time Innovation Program Manager.
- Oversight of Entrepreneur-In-Residence (EIR) Services (managed by EIR Services Director, a part-time consultant).
- Oversight of NECEF’s portion of “U-Launch”, an innovative partnership that accelerates the spinout and commercialization of clean energy technologies from New England university labs.
- Lead for NECEF’s and NECEC’s research university relationships to build support for partnering mechanisms to accelerate cleantech spinouts across the region.
- Lead for NECEC’s partnership with BU School of Management for the joint “Leading Clean Energy Ventures” executive education certificate program.
- Lead for additional NECEF Innovation programs and initiatives that are created (contingent upon additional programmatic funding).
- Co-Lead with NECEC President for NECEC / NECEF’s segment roundtable efforts that bring together stakeholders from research to adoption in specific clean energy segments to bring market insight to innovations and address barriers and opportunities for pilots, demonstrations, deployments and adoption (and responsible for managing a Segment Program Manager on these efforts).
- Oversight over NECEC / NECEF workforce development efforts, led by the Workforce Development Committee Co-Chair.
- Development of NECEF’s research capabilities, inclusive of published insights on clean energy issues that are relevant to New England, cleantech segment analysis, reports on the economic impact of the New England cleantech cluster, and related themes (media, web and communications about NECEC, member companies, policy initiatives, and blogs will continue as a NECEC effort not managed by the NECEF E.D.)
- Responsible for developing and executing short-term fundraising plan and for broadening funder relationships to reach target 2012 budget of \$1M.
- Responsible for developing and executing NECEF 3-year fundraising plan.
- Coordination with NECEC President and NECEC/NECEF Director of Operations to develop NECEF annual budgets.
- Coordination with NECEC/NECEF Director of Operations on annual reports.
- Coordination with NECEC/NECEF Director of Operations on annual audits.
- Coordination with NECEC Communications Manager on website and blog posts, as well as newsletter content and other announcements specific to NECEF activities.

## **QUALIFICATIONS**

- Comprehensive knowledge and experience in entrepreneurship, clean energy markets, venture capital, early-stage commercialization, venture formation, and related activities is essential.
- Minimum of 10+ years experience in relevant position(s).
- Passion for the mission of NECEC and NECEF.
- Advanced degree in business management, or related/relevant equivalent experience required.
- Highly regarded in professional circles for skills and expertise.

- Effective leader and team member
- Self-starter, comfortable shaping priorities and agenda within broadly-set parameters.
- Strong relationship management expertise applicable for managing NECEC / NECEF relationships with New England research universities and public agencies.
- Ability to conceptualize, plan and manage major complex projects and multiple initiatives simultaneously.
- Fund raising experience, and ability to grow NECEF financial support from foundations, government agencies and private sector partners.
- Experience in effectively managing and supervising full and part-time staff, consultants, and volunteers.
- Excellent facilitation, presentation, written and oral communication skills.
- Executive education teaching expertise a plus.
- Demonstrated networking/partnership-building skills.
- Entrepreneurial spirit.
- Sense of humor.
- Willingness to travel across New England, and occasionally beyond the region up to 25% of the time.

**COMPENSATION**

Salary range is commensurate with experience. This position is funded initially for two years.

**START DATE**

Immediately.

**TO APPLY**

Email a resume and cover letter to Trish Fields at [tfields@cleanenergycouncil.org](mailto:tfields@cleanenergycouncil.org).

Please include your salary requirements as well as three references with your submission.

*New England Clean Energy Council and New England Clean Energy Foundation are equal opportunity employers.*