



## Position Description

**Title:** Vice President of Development

**Location:** Negotiable

### About Encore Renewable Energy

Encore is a leading integrated clean energy services company headquartered in Burlington, Vermont, focused on the development of sustainable, cost-effective and high return commercial and industrial-scale solar PV systems, large scale energy storage applications and 21st century solutions for the redevelopment of underutilized property. Since Encore's formation in 2009, Encore has established itself as a leader in the Vermont solar market having been involved in the development of nearly 80 commercial-scale solar projects. Encore is in the process of building from its leadership position in Vermont to expand into other attractive markets across the Northeastern U.S. and is targeting key hires to expand its team to meet strategic objectives.

### VP of Development Position

Encore Renewable Energy is currently seeking a highly motivated individual with the skills, experience and aptitude to serve as VP of Development. The successful candidate will lead our Development Team in support of the firm's rapidly growing renewable energy project development, finance, construction and asset management practice.

### Overview

The VP of Development will fill a key role in our expanding solar and energy storage development firm and will lead the team responsible for all project development activities. These activities include site evaluation, project design, interconnection analysis and approval, all permitting related tasks for installation of facilities, and pre-construction efforts supporting team members with the management of subcontractors as necessary to complete these tasks accurately and efficiently.

This position requires an ambitious, highly organized, process-focused and problem-solving professional who can provide immediate leadership in the context of solar and energy storage project development within a small and rapidly growing company. The VP of Development will report to the Chief Commercial Officer, and the successful candidate will manage the responsibilities outlined below to support the firm's practice.

Encore is a dynamic, high-growth, team-oriented, entrepreneurial company. We want colleagues who are committed to a triple bottom line of people, planet, profit, and who are willing to take on responsibilities outside of their comfort zone.



## Responsibilities

- Lead project development team for solar PV and battery storage projects across Northeastern US and other strategic markets;
- Oversee project schedules and budgets prepared by Project Development team;
- Provide guidance on the timing of critical project milestones, and lead the team so that those deadlines are met.
- Contribute to and oversee fatal flaw/feasibility assessments on new opportunities;
- Manage interconnection process in collaboration with utilities and engineers;
- Oversee engagement with local and state authorities in seeking approvals and required documentation for project permits;
- Engage and collaborate with business development team as necessary with bid submittals and proposals for requests for proposals and unsolicited opportunities;
- Review progress reports as projects move through development and construction and confirm timeline and substantive compliance;
- Support development team at supervisor level in their management of various contractors including survey, design, environmental, etc. to prepare permit applications and supporting documentation;
- Support development of and oversee issuance of requests for proposals for professional services, equipment procurement and installation contractors;
- Support and engage with engineering procurement and construction team as required including monitoring inspections, progress reporting and client/investor requests;
- Provide support and feedback in management of Encore-owned assets as well as those in which Encore serves in an asset management capacity;
- Assist in developing and negotiating legal contracts, including lease agreements, power purchase agreements, services agreements, etc.;
- Perform other duties as they arise.

## Requirements

- 5+ years of renewable energy project development/management experience. Battery storage experience a plus;
- Strong oral and written communication skills, comfortable presenting in public settings, organized approach to workflow processes;
- Strong proficiency in MS Office, MS Project, Copper, Smartsheets, and/or other project management software;
- Keen sense for identifying various risk factors as opportunities arise;
- Experience working on projects related to renewable energy development, brownfields redevelopment, and sustainability preferred;
- Able to set development team priorities and deadlines, and facilitate achievement of those via management of team members;
- A high degree of emotional intelligence;



## About Working at Encore

Our team is our single greatest asset and that which we are most proud of. Encore team members share a single mission – building the clean energy economy of the future in a responsible manner that creates high quality jobs and enhances the communities in which our projects operate.

We invest heavily in our team – here are a few of the benefits we offer:

- 401k profit sharing
- Complete, high quality medical benefits that include flex time options for child and family care and extended maternity and parental leave
- Work-life balance with flexible work schedules (remote work opportunities) and attractive paid-time off policy
- Continuing education and tuition assistance

Encore believes that an equitable and inclusive work environment, and a diverse, empowered team are key to achieving our mission. We are not looking for candidates who are “culture fits.” We are looking for candidates who can expand our culture, challenge business as usual, and bring their whole selves to work. We strive to provide all candidates with an equitable and accessible recruitment process.

Encore provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity or expression, veteran status, or genetics. In addition to federal law requirements, Encore complies with applicable state and local laws governing nondiscrimination in employment in every location in which Encore has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.