



## Position Description

**Title: Senior Project Manager, Development**

**Location: Negotiable**

### About Encore Renewable Energy

Encore Renewable Energy is a leading integrated clean energy services company headquartered in Burlington, Vermont, focused on developing, building, owning and operating sustainable, high return community-scale solar PV systems, large scale energy storage applications and 21st century solutions for the redevelopment of underutilized property.

Encore is a dynamic, high-growth, team-oriented, entrepreneurial company. We are a group of colleagues committed to the triple bottom line of people, planet, profit, and are willing to take on responsibilities outside of our comfort zone. We hope you are too!

### The Role

The Senior Project Manager Development will fill a key role in our expanding solar and energy storage development firm and will work across the entire portfolio of Encore's project development activities. These activities include site evaluation, design, interconnection, permitting and pre-construction efforts managing subcontractors as necessary to complete these tasks.

### Your Core Responsibilities

- Provide myriad project development and management tasks for solar PV and battery storage projects in Northeastern US and other strategic markets;
- Manage project schedules and budgets in concert with Project Development team;
- Perform fatal flaw/feasibility assessments on new opportunities;
- Manage interconnection process in collaboration with utilities and engineers
- Interface with local and state authorities in seeking approvals and required documentation for project permits;



- Support business development team as necessary with bid submittals and proposals for RFPs and unsolicited opportunities;
- Prepare progress reports as projects move through development and construction;
- Manage various contractors including survey, design, environmental, etc to prepare permit applications and supporting documentation;
- Tender RFPs for professional services, equipment procurement and installation contractors;
- Support EPC activities as required including monitoring inspections, progress reporting and client/investor requests;
- Assist in managing 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 assigned.

### **Your Areas of Knowledge and Expertise**

- 3-5 years of renewable energy project development/management experience. Battery storage experience a plus;
- Demonstrated experience and/or education in the fields of Finance, Business, Engineering, Math, Economics, or other quantitative field;
- Strong oral and written communication skills, comfortable presenting in public settings, organized approach to workflow processes;
- Strong proficiency in MS Office, MS Project (Project Primavera, Smartsheets, or other PM software);
- Keen sense for identifying various risk factors as opportunities arise;
- Ability to travel regionally to various sites to meet with landowners, customers, etc.;
- Demonstrated proficiency in the development of high impact presentations;
- A strong desire to work on projects related to renewable energy development, brownfields redevelopment, and sustainability. Experience in these areas preferred;
- Able to self-organize priorities, set and work to deadlines, often with limited direct oversight;
- Demonstrated success at building team relationships and partnerships across organizational lines;
- A high degree of emotional intelligence;



- Team player - willingness to pitch in across the organization.
- Committed to personal learning, growth and development
- Committed to Encore's values

### **Life at Encore**

Our team is our single greatest asset and that of which we are most proud. 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 perks and benefits we offer:

- Complete, high quality medical benefits that include flex time options for child and family care and extended parental leave
- 100% of health-care premiums funded by Encore
- Work-life balance with flexible work schedules (remote work opportunities) and attractive paid-time off policy
- 13 paid holidays (includes 2 floating holidays of employee's choice)
- One paid volunteer day each fiscal quarter
- 401k profit sharing
- Employee equity participation program
- Continuing education and tuition assistance

### **Justice, Diversity, Equity, Inclusion**

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.

Don't meet every single requirement? Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. If you're excited about this role but your experience doesn't align perfectly with every qualification in the job description, we encourage you to apply anyway. You may be just the right candidate.

**Please send resume to [careers@encore.eco](mailto:careers@encore.eco)**