



Department of Administration
Office of Environmental Sustainability

Tom Barrett
Mayor

Sharon Robinson
Director

Erick Shambarger
Environmental Sustainability Director

Title: Environmental Sustainability Program Coordinator (Energy Efficiency)

Organization: [City of Milwaukee Office of Environmental Sustainability](#)

Job Location: City of Milwaukee. Applicants must either be a resident of the City of Milwaukee (not a suburb) or move into the City as a condition of employment.

Job Description: This position is responsible for planning and implementing the City's ambitious energy efficiency programs in both municipal buildings and the broader community as described in the Energy Chapter of the City's [Refresh Milwaukee](#) plan. The position will monitor energy use in City facilities and implement a plan to reduce energy consumption consistent with the City's [Better Buildings Challenge](#) pledge. The position will implement the City's [PACE financing program](#) for commercial energy efficiency projects (the first in Wisconsin), including promoting the program and reviewing and approving projects. The position will oversee and promote the City's [Me² loan program for homeowners](#) and develop and implement the City's new [Department of Energy cooperative agreement for comprehensive energy services in commercial buildings](#).

Education, Experience, and Skills: Bachelor's Degree from an accredited college or university with a major in business administration, public policy and administration, mechanical engineering, or related field. A related graduate degree is highly desirable. Work experience or education in energy efficiency practices and programs is required, and project management experience is highly desirable. Equivalent combinations of education and experience will be considered. Other skills: Knowledge of energy efficiency strategies and technologies; Strong organizational and planning skills and the ability to direct and coordinate programs and activities; Ability to be creative, resourceful and industrious; Strong oral and written communication skills and the ability to present ideas and recommendations clearly and convincingly; Ability to establish and maintain effective working relationships with elected officials, other City employees, citizens, media, community organizations, the foundation community, the private sector and other agencies; Ability to exercise sensitive judgment and maintain composure; Ability to analyse complex situations, diagnose problems, and formulate solutions; Ability to compile and analyse reports and statistical data and be committed to accuracy; Willingness to accept coaching from others; Be dedicated to ongoing personal growth and developing one's leadership potential.

Type of Position: Full Time

To Apply: Send a resumé and cover letter to eshamb@milwaukee.gov by August 24th, 2015 (OES reserves the right to extend the application deadline)