

TECHNICAL ADVOCACY COORDINATOR for the APPLIANCE STANDARDS AWARENESS PROJECT

About the Organization

The Appliance Standards Awareness Project (ASAP) is a national organization dedicated to advancing appliance and equipment energy-efficiency standards as a means to save energy, reduce global warming emissions and other environmental impacts, improve energy security and cut consumer energy costs. ASAP runs a national coalition of efficiency standards proponents which includes representatives from energy efficiency, environmental and consumer groups, utilities and state government. ASAP works for energy-saving standards at both the state and national level. (See <http://www.standardsasap.org/about.htm>)

Technical Advocacy Coordinator

This new position will coordinate and help lead ASAP's technical advocacy efforts aimed at winning strong new national standards for a variety of home appliances, lighting products and commercial equipment. The position will work in close collaboration with the ASAP Outreach and Executive Directors to develop and implement multi-faceted strategies for each targeted product.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Coordinate and help lead the coalition's technical advocacy working groups for pending U.S. Dept. of Energy (DOE) rulemakings.
- Review and analyze DOE's rulemaking documents and analyses.
- Conduct targeted research and analysis designed to influence rulemaking outcomes; assist in writing technical comments.
- Prepare written materials including rulemaking summaries, fact sheets and joint letters.
- Represent ASAP, including through oral and written testimony.
- Track progress of DOE rulemakings.

REQUIREMENTS

- Ability to interpret complex technical and economic analysis and communicate its meaning to expert as well as non-technical audiences.
- Excellent project management skills including team-building, facilitation, attentiveness to details.
- Strong written and spoken communications skills (including public speaking).
- Some familiarity with energy policy and legislative and regulatory processes.
- Self-motivation and ability to manage multiple assignments, work efficiently and meet deadlines with limited supervision.
- Flexibility: This position is one of just three positions at ASAP: all staff must be willing to take on whatever tasks are needed to advance the project goals. Occasional travel required.
- Professionalism, poise and the ability to work as part of a team, maintain a sense of humor, and interact with a diverse array of people.
- Masters degree preferred, Bachelors required. Two or more years relevant experience.

Location: Washington, DC.

Start Date: Position will be filled as soon as a suitable candidate is found.

Salary: Commensurate with experience, plus a generous benefit package, including a cafeteria-style benefits plan.

To Apply: Send a resume and cover letter to job_opening@aceee.org. Please use "ASAP" in the subject header.

ASAP operates as a project of the American Council for an Energy-Efficient Economy (ACEEE).