

SOLAR FOR ALL JOB DESCRIPTION EXAMPLE FOR STATES

Solar for All Program Manager

This position is one of several position descriptions for jobs relating to Solar for All posted on the Clean Energy States Alliance [Solar for All webpage](#). It is not necessarily an active job description, but an example for other states to use for their own recruiting purposes.

Location: Virtual / Remote

Working Title: Solar for All Program Manager

Agency: Solar United Neighbors

Salary: \$65,000 - \$75,000; Full-time, 15% Travel

Summary

The Florida Solar for All Program Manager will lead SUN's implementation of the Solar for All (SFA) program, part of the United States Environmental Protection Agency's Green House Gas Reduction Fund program. The Program Manager will work with the Florida SFA coalition team and other SUN staff to develop and implement an equitable solar access program to enable the rapid deployment of distributed solar for low-income and disadvantaged communities (LIDAC) across the state, including federally recognized tribes. This person will be key to unlocking equitable solar energy access for disadvantaged communities. This role includes leading the coalition's strategic deployment and execution of the program, overseeing the installation of thousands of residential and multi-family solar projects across a 5-year period. This position reports to the Florida Program Director.

This is a grant-funded 5-year position, with the possibility of extension beyond the grant period.

Examples of Duties

Job responsibilities include:

- Overseeing the implementation of a comprehensive solar energy deployment program in LIDAC communities across Florida
- Working closely with coalition partners and fostering robust collaborations with external stakeholders
- Networking and relationship-building with community-based organizations
- Representing SUN and the SFA program in public-facing forums
- Reporting on SFA activities, outputs and outcomes
- Project management of large, multi-faceted program

- Work with coalition partners and fellow SUN staff to identify risks and opportunities in the program and analyze and problem solve for these
- Collaborating closely and constantly with cross-cutting support team members that are also working on program execution
- Identifying capacity gaps
- Providing overflow operational support to staff members during peak times and to fill identified gaps
- Providing educational sessions on the program, Federal guidelines, and Florida-specific rollout
- Conference presentations and storytelling assistance
- Other duties as assigned

Minimum Qualifications Required

Required Qualifications

- Resident of Florida
- Minimum 5 years of professional experience
- Minimum 2 years of project management experience
- Familiarity with the clean energy deployment and policy landscape in Florida
- Travel up to 15%
- Passion for expanding access to rooftop solar
- Attention to detail and a keen interest in optimizing processes
- Excellent written and verbal communication skills
- Comfort with regular use office productivity, communication, and project management software

Preferred Qualifications

- Experience managing grants
- Experience supporting the implementation of income-qualified rooftop solar programing
- Experience with project management tools like Asana or Jira

Experience And Training

- Authorized to work in the US without sponsorship
- Resident of or willing to relocate to Florida
- Minimum 5 years of professional experience
- Minimum 2 years of project management experience
- Familiarity with the clean energy deployment and policy landscape in Florida
- Knowledge in: Computer skills

Salary & Benefits:

- • Medical insurance
- • Dental insurance
- • Vision insurance
- • 401K with company match

- • Flexible work schedule
- • Paid holidays
- • Paid sick leave
- • Paid time off
- • Bereavement leave
- • Phone/Internet Stipend

To Apply:

<https://my.career.place/apply/urlidcm19ui8qwcyto0qlsvc53rqj1>

Please include a resume and cover letter with your application.