



Position Description:

Energy Specialist for Local Governments and Schools

Location: Albany, New York

Position Type: Full-Time

Overview

The Municipal Electric & Gas Alliance (MEGA) is seeking an enthusiastic and committed early career professional to join our team as an Energy Specialist for Local Governments and Schools. This role is specifically designed for individuals passionate about serving local governments throughout New York State, assisting them in purchasing electricity, natural gas, and renewable energy. The ideal candidate will possess a basic understanding of the energy industry, be familiar with the operations of local governments in New York State and be a proactive communicator who is eager to learn and grow within the role.

Key Responsibilities

- Collaborate with local government leaders and officials to understand their energy needs and procurement goals.
- Develop and maintain relationships with energy suppliers, local government officials, and stakeholders.
- Provide clear, consistent communication and updates to all stakeholders throughout the procurement process.
- Organize and present educational workshops or webinars on energy procurement and best practices for local government officials.
- Facilitate the procurement process for electricity and natural gas, ensuring compliance with state regulations and procurement standards.
- Analyze and interpret energy market trends to advise on optimal purchasing strategies.
- Continuously seek to improve knowledge of the energy market, procurement strategies, and regulatory changes affecting energy procurement in New York State.

Qualifications

- Bachelor's degree required, with a preference for degrees in Business, Public Administration, Communication, or Marketing.

- Basic understanding of the energy industry, especially regarding electricity and natural gas procurement.
- Familiarity with the operational structure and challenges faced by local governments in New York State.
- Excellent communication and interpersonal skills, with the ability to engage effectively with a diverse range of individuals and groups.
- Self-motivated, with a strong desire to learn, grow, and take on new challenges.
- Authentic and transparent in all interactions, building trust and establishing strong relationships.
- Ability to organize, prioritize, and manage multiple projects and tasks effectively.
- Willingness to travel within New York State as required.

What We Offer

- A dynamic and supportive team environment where you can make a real difference in the community.
- Opportunities for professional development and growth within the organization.
- Salary range begins at \$50,000 and grows commensurate with experience, plus a benefits package.

Join Us

If you are a motivated individual looking to contribute to our mission of assisting local government leaders in navigating the complexities of energy procurement in New York State, we encourage you to apply. This is your chance to be part of a team that values authenticity, service, and the ability to make a significant impact in the communities we serve.

Application Process

Interested candidates are invited to submit a resume and a cover letter detailing your interest in the position and relevant experience. Applications will be reviewed on a rolling basis until the position is filled. Selected candidates will be invited to interview with our hiring team. Send your materials to mlavigne@megaenergy.org.

We are committed to creating a diverse environment and are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Learn more about the Municipal Electric and Gas Alliance (MEGA) at www.MEGAenergy.org.

