



BUILDING DECARBONIZATION COALITION

POSITION DESCRIPTION

Senior Manager - Utility and Regulatory Policy - New York

Reports to: New York Director

Classification: Full-time, Exempt

Location: Remote, New York- based role

ABOUT THE COALITION

The [Building Decarbonization Coalition](#) brings together key stakeholders – the building industry, equipment manufacturers, energy providers, environmental organizations, and state and local government officials – to help propel the transition to clean energy in New York’s buildings. The Coalition’s work includes convening, policy analysis, and fostering consumer awareness, all in pursuit of fast, fair action to accelerate the development of zero-emission homes and buildings, helping New York cut its largest source of climate pollution, while creating safe, healthy, and affordable communities.

Burning fossil fuels for heating and cooking poses a serious threat to our health and the planet. Here in New York, where buildings are over one-third of the state’s climate pollution, we have an ambitious climate law – the Climate Leadership and Community Protection Act – that calls for addressing this problem but does not lay out a clear plan to address these emissions. Until now.

Moving New York homes and buildings off of fossil fuels will improve public health, cut climate pollution, deliver cleaner air, and cut monthly energy bills, all while creating tremendous economic and job creation opportunities. But realizing all those benefits requires activating and coordinating leadership from communities, workers, manufacturing, and government.

POSITION DESCRIPTION & KEY PRIORITIES

The Senior Manager for Utility and Regulatory Policy plays a key role in formulating and executing the Coalition’s strategies in New York. Reporting to the New York Director and working collaboratively with a small and rapidly growing team, this person will help guide the Coalition’s New York office from its start-up stage to a more mature status and help to deliver on the Coalition’s long-term vision along the way. Specifically, the Senior Manager is responsible for:



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New York Regulatory Leadership, Strategy Development & Implementation

- Participate actively in the development of the Coalition's overarching strategic plan for New York, serve as a legal, regulatory and policy resource for BDCs campaigns and ensure campaigns are coordinated and fully embedded into other BDC priorities.
- Lead work to develop metrics to measure progress toward achieving key objectives.
- Be a point person on regulatory education and communication with utilities, regulators and policymakers by developing strong relationships, identifying opportunities and priorities, and convening coalitions to advance BDC's legal, regulatory and policy strategies.
- Work with the New York Director, BDC's regulatory consultants, BDC members and external partners, including outside counsel, to develop, implement and execute on the Coalition's legal, regulatory and policy agenda and strategies in NY state.
- Work with the New York Director to ensure that the planning, fundraising, and development of BDC's legal, regulatory and policy agenda move forward.
- Ensure that BDC's legal, regulatory and policy agenda is equitable and inclusive.
- Convene and facilitate meetings and working groups with relevant stakeholders – including NGOs, equity groups, financing experts, affordable housing advocates, ratepayer and consumer groups, manufacturers, business organizations and associations, outside counsel and others – to develop relationships and strengthen networks in order to address barriers to building decarbonization within relevant state regulatory agencies and administrative dockets.
- Identify and implement legal, policy and regulatory solutions that lift up both the most vulnerable communities and market leaders in key market segments.
- Track pertinent regulatory dockets and support, coordinate, and possibly intervene alongside BDC partners.

Regulatory Research, Analysis & Technical Assistance

- Manage contractors, produce and oversee the productions of reports, research, studies, regulatory filings, and other documents to advance BDC's legal, regulatory and policy agenda.
- Help establish BDC as the go-to resource for policymakers, regulators, coalition members and other stakeholders.
- Retain and manage regulatory consultants to support BDCs regulatory and policy priorities with a focus on administrative dockets.
- Provide testimony and supporting administrative advocacy to ensure strong implementation of state laws and regulations.



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QUALIFICATIONS & CHARACTERISTICS

- Advanced degree, JD and license to practice law in New York is strongly desired.
- Demonstrated 5+ years experience with administrative dockets and successfully influencing regulatory policy.
- Proven understanding of New York's public policymaking, legislative and regulatory environments and success in influencing policy agendas and outcomes at local and/or state levels.
- Demonstrated experience and a solid understanding of building electrification, power sector, and/or climate legal, policy and regulatory solutions.
- Excellent research, writing, analytical and oral advocacy skills are essential.
- Outstanding leadership, consensus and relationship-building skills with clarity of vision and a commitment to the highest levels of integrity, quality and collaboration.
- Exceptional project management skills and a high degree of emotional intelligence to support consensus building and collaboration between and among diverse stakeholders who may possess divergent viewpoints and agendas is a must.
- Ability to set clear priorities, and keen analytic, organizational and problem-solving skills that enable sound decision-making.
- Political sophistication and policy analysis, exceptional coalition building skills and the ability to communicate, work effectively and build consensus among a variety of internal and external stakeholders is a plus.
- Highly collaborative work style with the ability to operate as a peer and thought partner to the NY Director and other members of the BDC team.
- Ability and willingness to travel on occasion.
- Entrepreneurial drive to build a program from the ground up; start-up experience is a benefit.

WORK ENVIRONMENT, SCHEDULE & TRAVEL

The Senior Manager for Utility and Regulatory Policy will work remotely from their home and is a New York based role. Some travel will be required, throughout New York and outside New York, consistent with Covid-related health and safety guidelines.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made for individuals with disabilities to perform the essential functions. This is a full-time salaried position with comprehensive benefits. Typical work hours are Monday through Friday, 9:00 AM to 5:00 PM.



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COMMITMENT TO EQUAL EMPLOYMENT

The Building Decarbonization Coalition values diversity in all its forms and is committed to an inclusive and transparent recruitment process. We recruit and hire without regard to race, color, national origin, ancestry, sex, gender, sexual orientation, sexual identity, age, religion, creed, disability (actual or perceived), medical condition including genetic characteristics, marital status, domestic partnership status, citizenship, military service, height, weight, HIV/AIDS status, or any other characteristic protected by state or federal law or local ordinance. People of diverse backgrounds are strongly encouraged to apply.

COMPENSATION AND BENEFITS

The salary range for this position is \$130,000-\$150,000, commensurate with experience, plus a competitive benefits package including health coverage, retirement benefits, paid sick leave, vacation and holidays and access to professional development resources.

TO APPLY

Email a cover letter and resume to inbox@vamos.llc. One combined PDF file is preferred. Candidate review and phone screens begin immediately and will be conducted throughout the search period.