

## **Director of Leadership and Market Development**

### **About New Buildings Institute**

New Buildings Institute (NBI) is at the forefront of a wide range of national and regional policy, program and technical initiatives focusing on high performance buildings. Widely respected in the industry for its leading-edge thinking on improving building performance, NBI is a nonprofit, mission-driven organization committed to making a difference. We work with national, regional, state, and local agencies, non-governmental organizations, utilities, and companies to promote improved energy performance in buildings. Projects include building research, design guidelines, policy and code activities focused on making buildings better for people and the environment.

### **About the Position**

NBI is currently seeking a Director of Leadership and Market Development to lead the organization's strategic engagement work with utilities, commercial real estate firms, developers, funders, and other stakeholders that are focused on reducing energy usage and carbon emissions in the U.S. built environment. This position requires a deep understanding of, and network with, building industry stakeholders and funding sources. The Director will serve as both an industry and NBI leader working across a variety of platforms to implement projects in support of NBI's goals of net zero energy and carbon transformation in the U.S. built environment by 2050.

The ideal candidate should be self-motivated, self-directed and have strong leadership, organizational, and analytical capabilities as well as the ability to communicate about technical topics in an approachable manner. Primary responsibilities include business development, oversight of client-facing projects, directing and mentoring staff, and working with NBI's leadership team on strategic planning that drives organizational impact. The Director will serve as a thought leader and strategic implementer for the organization. Work areas in this program include convening leadership events for industry stakeholder and funders (including NBI's Getting to Zero Forum), supporting school districts, supporting utility programs, and engagement with the financial sector. The Director will also work collaboratively with NBI's two other primary program areas (Building Innovation and Codes and Policy) to expand the organization's overall impact on net zero energy and carbon market advancement through pilot initiatives.

### **Job Duties & Responsibilities**

#### *Program and Project Leadership*

- Provide oversight and management support of program including Getting to Zero Forum, Next Gen, Commercial PACE financing, Efficient and Healthy Schools, and more.
- Own the program's strategic roadmap for developing and implementing new initiatives and projects that yield market engagement, end-consumer participation, and the creation of new programs for the organization.
- Develop, manage, and analyze the financial performance and strategic impact of

the program portfolio in ways that ensure quality deliverables and beneficial outcomes.

- Ensure the appropriate management, delegation, and professional development of program team members.
- Foster an environment of innovation by solving problems using critical thinking and creativity.

#### *Strategy Development and Implementation*

- Lead the creation of near and long-term strategic program plans that generate market engagement, consumer uptake, stakeholder training and education, tool and resource development, and innovation.
- Oversee the development and dissemination of industry best practices using the Getting to Zero platform as a conduit.
- Participate in the cultivation of strategic relationships with clients, funders, and partners.
- Work with other program Directors to develop and implement cross program strategies, projects, and initiatives.

#### *Business Development and External Leadership*

- Lead the development and implementation of strategic business opportunities that result in the market adoption of ultra-low energy and carbon neutral buildings.
- Support the Business Development team's efforts to win funding proposals in industry areas such as net zero energy, carbon neutral buildings, codes and policies, electrification, decarbonization, building grid-integration, and others.
- Serve as an industry thought leader and subject matter expert in ways that yield increased awareness of NBI's expertise and capabilities.
- Generate new work opportunities by developing relationships with strategic partners, funders, industry influencers, corporate leaders, and government officials.
- Enhance and extend NBI's mission impact by establishing connections between disparate stakeholder groups.
- Represent NBI through the dissemination of best practice information through published papers and blogs, social media communications, in-person and virtual events, and more.

#### *Program Management and Organizational Operations*

- Supervise and mentor program staff in ways that support their success and professional development in programs, projects, and initiatives.
- Advocate for growth of program resources and staff development in leadership meetings and annual planning processes.
- Working with the Human Resources Manager, conduct staff performance assessments and contribute to professional development and growth plans.
- Participate in leadership and Board meetings in ways that contribute to improved

organizational culture, efficiency, and effectiveness.

**Qualifications***Required*

- At least 12 years' professional experience in energy efficiency, architecture, engineering, or construction development.
- Bachelor's Degree in Business Administration, Marketing, or related field.
- Demonstrated leadership as a senior manager or director of people, projects, and strategy that can develop and support teams that achieve excellent outcomes.
- Qualitative professional relationships and partnerships with key industry stakeholder organizations and leaders that can be translated to new business and funding opportunities for NBI.
- Verifiable fundraising experience with private, public, or nonprofit sources.
- Strong facilitation and negotiation skills that result in collaboration and consensus amongst disparate stakeholder groups.
- Proven ability to apply sound political and strategic judgment in complex situations.
- Proven ability to effectively manage multiple programs and projects simultaneously.
- Outstanding writing, editing, and presentation skills; able to synthesize and clearly articulate complex issues.

*Desired*

- Graduate or post graduate education in building science, architecture, engineering, real estate finance, or construction/property development.
- Comfortable describing the financial mechanisms needed to advance investment in construction and property development.
- Able to creatively describe or illustrate building decarbonization strategies at a high-level and in presentations to potential clients.
- Professional experience in public policy analysis or research.
- Track record of leading effective outcomes in local, state, or national construction markets.

**Travel Requirements:**

- 10%- 15% Travel required

**Reporting Structure**

This position reports to the Chief Executive Officer and supervises all members of the Leadership and Market Development program team.

### **What We Offer:**

This position is a full-time, exempt position. NBI's office is in downtown Portland, Oregon. Qualified candidates outside the Portland area are encouraged to apply as we will consider hiring in remote work location.

NBI is an equal opportunity employer and is committed to a policy of nondiscrimination on the basis of race, color, religion, national origin, gender, gender expression, age, marital status, sexual orientation, military status and disability in all of our work and activities, including hiring practices. We believe in a positive work/life balance and are committed to our employees' health and well-being. NBI is also committed to championing diversity, equity, and inclusion across all areas of our organization, and have enacted hiring practices to support this commitment.

Additionally, NBI offers the following for this position:

- Base salary range: \$135,000.00 - \$170,000.00 (commensurate with experience)
- Insurance benefits (100% of employee only premiums paid by NBI; new hires are eligible the first of the month after 30 days of employment): Medical, vision and dental insurance, Life insurance, AD&D insurance, Long Term Disability insurance
- 240 hours of accrued Paid Time Off (combined vacation and sick for a full year)
- 11 paid holidays
- Additional optional benefits available the first of the month after 30 days of employment include: Flexible Spending Accounts (healthcare & dependent care); Health Savings Account; Accident insurance; Cancer insurance; Critical Illness insurance; Short Term Disability insurance; Term & Whole Life insurance; Identity Theft insurance; and Pet insurance.
- 401(k) with company and safe harbor match available the first of the month after three months of employment.
- A dynamic, collaborative, and exciting place to work full of passionate and dedicated people all working towards our collective mission!

### **To Apply**

Email a cover letter, resume, and salary requirements to [Careers@NewBuildings.org](mailto:Careers@NewBuildings.org). Please write "Director of Leadership and Market Development" in the subject line. Reference and background checks are performed prior to employment.

*For more about New Buildings Institute, visit [www.NewBuildings.org](http://www.NewBuildings.org).*

*New Buildings Institute is an equal opportunity employer.*