

## Development Project Manager - Renewable

### Role: Development Project Manager - Renewable

#### Job Summary

Assists with delivery of multiple utility-scale with a capacity of 1 megawatt (MW) or greater, renewable energy projects from land development through notice to proceed (NTP) construction. Uses project management methods to coordinate team activities, including defining scope of work, scheduling, estimating, and engineering. Supports budget tracking, project communications, and change order/control procedures. Ensures project completion by advancing them through the development process to project close-out and documentation requirements. Supports community engagement efforts. Span of control: 0; individual contributor.

#### Key Accountabilities

- Supports team of specialists who lead the development of renewable energy projects by providing project schedules, cost estimates, and engineering specifications for renewable energy projects
- Facilitates completion of renewable energy development projects through installation, testing, commissioning into service, and project closeouts
- Provides daily management of renewable energy development activities, including working with contractors and service providers
- Tracks project expenditures; assists authorized professionals for procurement of project equipment and materials
- Participates in bid meetings and reviews, supplier selections, and evaluations
- Assist development team in preparation of marketing and generation of potential renewable development opportunities and mergers & acquisitions (M&A) proposals
- Drafts project communications to project stakeholders
- Provides support for compliance requirements, including safety, environmental and other regulatory requirements, and related documentation/record keeping requirements
- Integrates project activities with project stakeholders, including working with internal teams, plants, suppliers, general contractors, and building trades labor organizations/unions
- Assess renewable energy market conditions, trends, and opportunities across multiple political and geographic environments and markets
- Provides contract administration services for blanket orders with subcontractors and vendors

#### Minimum Education & Experience Requirements

This is a multi-track base requirement job; education and experience requirements can be satisfied through one of the following options:

- Bachelor's degree and 2 years of project management experience (e.g., scheduling, estimating, project risk management, and construction management), inclusive of 6 months in renewable energy/community development/community engagement projects or energy industry; OR
- Associate degree and 4 years of project management experience (e.g., scheduling, estimating, project risk management, and construction management), inclusive of 6 months in renewable

- energy/community development/community engagement projects or energy industry; OR
- High school diploma or GED and 6 years of project management experience (e.g., scheduling, estimating, project risk management, and construction management), inclusive of 6 months in renewable energy/community development/community engagement projects or energy industry

## Other Qualifications

### Preferred:

- Bachelor's degree and/or experience in engineering, construction management, or business administration.
- Experience in renewable energy sector
- Project Management Professional (PMP) certification

### Other Requirements:

- Proficiency with project management software
- Strong organizational skills with the ability to multi-task, be flexible and work under changing and competing priorities
- Ability to coordinate deadlines and logistics to successfully lead work processes within an agreed upon time frame
- Ability to balance multiple demands from leaders, peers, and partners in a positive and even-handed manner and display calm demeanor under pressure

## Competencies

### Additional Information

Incumbents may engage in all or some combination of the activities and accountabilities and utilize a variety of the competencies cited in this description depending upon the organization and role to which they are assigned. This description is intended to describe the general nature and level of work performed by incumbents in this job. It is not intended as an all-inclusive list of accountabilities or responsibilities, nor is it intended to limit the rights of supervisors or management representatives to assign, direct and control the work of employees under their supervision.