

ENVIRONMENTAL PLANNER

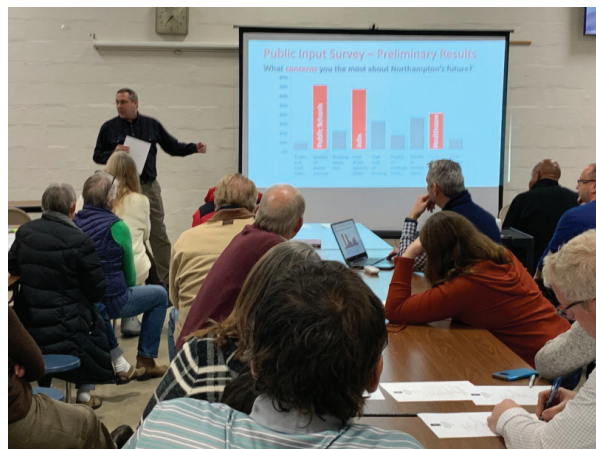
CLEAN ENERGY SPECIALIST

General Definition of Work

Performs advanced level professional work in administering the company's clean energy workload, primarily with the development of policies and regulations for utility-scale solar facilities and related project application reviews representing public agencies and local governments. Develops, provides and/or coordinates activities, programs and projects related to clean energy with clients and the general public; oversees other staff and consultants performing related tasks; compiles relevant subject matter research and prepares and maintains comprehensive data records, reports and files. Position has extensive autonomy to exercise independent judgment and initiative in planning and implementing projects in a team environment. Work hours flexible. Attendance at meetings outside of regular working hours, and some overnight travel, required.

Essential Functions

- Regular, reliable attendance necessary;
- Serves as main coordinator for the company's clean energy programs, primarily with regard to utility-scale solar projects;
- Serves as the client's contact person regarding utility-scale solar application requirements; coordinates with clients and state agencies to increase understanding of and develop/implement best practices for solar related projects;
- Increases public's environmental awareness by developing educational public service announcements and campaigns, and developing and distributing public education and outreach materials including brochures, mailings, etc. Seeks new opportunities to reach the community; coordinates translations for non-English speaking populations;
- Coordinates with locality staff on new projects to assist in developing appropriate solar policies and ordinances for that community;
- Coordinates with locality's legal representation to review and update related codes, ordinances and other regulations;
- Provides fiscal analysis of various solar revenue stream options as permitted by Virginia Code to clients;
- Provides support to locality staff to ensure proper review and processing of solar-related applications;
- Increases professional knowledge and development, and remains informed regarding current federal, state, and local clean energy policies and regulations by attending meetings/conferences and other educational opportunities; provides information regarding regulatory changes and implications to appropriate locality personnel;
- Maintains organized files, accurate records, photos, databases, etc. for program administration and recordkeeping;
- Assists other personnel and departments as needed;
- Makes recommendations for and implements new ideas leading to improved work processes;
- Demonstrates initiative to achieve work objectives, makes decisions and takes responsibility according to level of training and authority; and
- Performs other duties as assigned.



Skills & Qualifications

Aptitude for or experience with current and long-range planning activities and environmental management practices as applicable to the Commonwealth of Virginia; ability to gather and interpret technical and statistical information and prepare technical reports; ability to establish effective working relationships with local staff, regional partnership staff, state agencies, the public, and other stakeholders; ability to read and interpret local, state, and federal regulations; strong verbal and written communication skills. Experience with rezoning or use permits (i.e., conditional, special) and zoning or comprehensive plan text amendments, along with proficiency in GIS is preferred.

Education & Experience

Graduation from an accredited college or university with major course work in environmental science, planning, public policy, or a field related to urban planning, community development, or public administration with an emphasis on environmental policy or management. The successful applicant should demonstrate a minimum of 1-2 years of local government planning and zoning experience.

Submit a cover letter, resume, salary history and three professional references to Kelsey Wong at kelsey.wong@bgllc.net.



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