



**Tennessee Department of Environment and Conservation**  
**Office of Energy Programs**  
**Energy Consultant / Utility Data Management System Project Manager**  
**Starting Salary Range: \$55,000 - \$78,000**

**About the Tennessee Department of Environment and Conservation (TDEC)**

The Department exists to enhance the quality of life for citizens of Tennessee and to be stewards of our natural environment by:

- Protecting and promoting human health and safety.
- Protecting and improving the quality of Tennessee's land, air, and water.
- Conserving and promoting natural, cultural and historic resources.
- Providing a variety of quality outdoor recreational experiences.

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from fees for services, state parks revenue, federal sources, and the state general fund. TDEC is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. Environmental Protection Agency to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has a central office in Nashville and eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

**About the Office of Energy Programs**

TDEC Office of Energy Programs (OEP) is designated as the State Energy Office for Tennessee under the U.S. Department of Energy's DOE State Energy Program (SEP). OEP oversees a variety of energy related initiatives and technical assistance programs that address the following TDEC and SEP long-term goals:

- Increase the energy efficiency; reduce energy costs.
- Improve the reliability of electricity, fuel, and energy services delivery.
- Develop alternative and renewable energy resources.
- Promote economic growth with improved environmental quality.

**Summary of Position**

This Executive Service position is located in Nashville, TN. The selected candidate will work within OEP to lead the multi-year, statewide utility data management system

implementation for utility bills and associated usage. This individual will lead a cross functional multi-department team to design, manage and implement the recently acquired Utility Data Management (UDM) system across all general government agencies and departments, including the University of Tennessee (UT) system, the Tennessee Board of Regents (TBR) system and the newly formed independent six university campuses of the FOCUS Act. This program will encompass over 7000 utility meters and accounts from over 300 different utility providers. Additionally, this position will lead ongoing data analysis, benchmarking and annual reporting of energy savings improvements and investments.

### **Principal Duties and Responsibilities**

- Support the strategic planning and implementation of the UDM system, benchmarking, analytics and dashboard with recommendations and reports to key agency, department and higher education users and managers.
- Serve as primary contract manager for the UDM project with external contractor, EnergyCAP, Inc., a software solutions provider. The contract is valued at approximately \$4.1M over a 10 year period, which is inclusive of renewal options.
- Lead development of work practices to standardize reporting and dashboard presentment of the UDM EnergyCAP solution.
- Interact with all general government departments, agencies and higher education institutions, demonstrating the value of the data management tool developed and deployed by EnergyCAP and the associated work team.
- Demonstrate and document value of the EnergyCAP tool and database. Prepare and present "value" reports to EmPower TN Executive Steering Committee.
- Track and analyze energy consumption and cost data associated with EmPower TN Energy Efficiency Projects.
- Assist with development and implementation of a plan for stakeholder outreach, training, and communication of new policies related to the utilization of the UDM.
- Assist the EmPower TN Director in establishing goals and objectives that align with the EmPower TN Initiative and TDEC's overall mission.

### **Knowledge, Skills and Abilities**

- The successful candidate will have a demonstrated ability to function as an independent analyst and project lead for the UDM system and advocate for the value of energy management decision making with the analytics available within the UDM.
- Possess strong research and keen analytical skills which support tactical and strategic decision-making regarding energy and water use and options to better utilize those resources.

- Ability to write clearly and succinctly in a variety of communication settings and styles getting information across with the desired effect. Deals with concepts and complexity comfortably.
- Is future oriented; can create competitive and breakthrough strategies and plans anticipating future consequences and trends. Can facilitate effective brainstorming.
- Knowledgeable about how state government works; knows how to get things done both through formal channels and informal networks. Understands the origin and reasoning behind key policies, practices and procedures.
- Skilled working with executive level and senior level managers by crafting approaches likely to be seen as appropriate and positive. Competent at building trust and confidence of senior leadership.
- Is dedicated to meet the expectations and requirements of internal and external customers. Establishes and maintains effective relationships with customers and gains their trust and respect.
- Demonstrates high integrity and good judgment.
- Results oriented with a commitment to the UDM system and the TDEC mission.

### **Education / Experience**

Applicants must possess a Bachelors' degree in a related field such as engineering, building science, business, accounting, or data analytics, as well as five years of experience implementing and/or managing information technology, large database, or other software projects, programs, and initiatives. Other degrees will be considered that support the requirements of the position. Preference may be given to candidates with two or more years of experience implementing water and/or energy-related projects or programs.

All interested candidates should submit via email a resume, cover letter, and writing sample (Ex. Data-focused strategy or planning proposals; energy assessments; energy management plans; project charters; project status reports; or project closeout reports) to Beth Smith at ([TDEC.Careers@tn.gov](mailto:TDEC.Careers@tn.gov)). The position will remain posted until October 14, 2016. Additional questions regarding the position should be sent to [TDEC.Careers@tn.gov](mailto:TDEC.Careers@tn.gov).

### **Beth Smith, Talent Management Director**

Tennessee Department of Environment and Conservation

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TDEC is an AA/EEO/ADA employer.