



Local Government Commission  
*Leaders for Livable Communities*



INSTITUTE FOR  
LOCAL GOVERNMENT  
FOUNDED 1955  
*Promoting Good Government at the Local Level*



## **STATEWIDE LOCAL GOVERNMENT ENERGY EFFICIENCY BEST PRACTICES COORDINATOR**

### **Job Description**

#### **OVERVIEW**

The Local Government Commission (LGC)— in partnership with the Institute for Local Government (ILG) and ICLEI Local Governments for Sustainability (ICLEI) through the Statewide Energy Efficiency Collaborative— is recruiting to fill the Statewide Local Government Energy Efficiency Best Practices Coordinator position (Local Government Energy Coordinator).

The position was created by the California Public Utilities Commission in Decision (D. 09---09---47) for the 2010---12 Energy Efficiency program cycle. The position is funded by the Investor Owned Utilities (IOUs), PG&E, SDG&E, Southern California Edison, and Southern California Gas Company, and reports to the three statewide associations. The Local Government Energy Coordinator's scope of work will be focused on assisting local governments to meet goals within the California Long---term Energy Efficiency Strategic Plan (Strategic Plan).

#### **ROLES AND RESPONSIBILITIES**

The Local Government Energy Coordinator and the three statewide associations work closely together to support local government activities in the Strategic Plan. The Local Government Energy Coordinator facilitates a statewide focus both in gathering exemplary policies and practices, and tracking progress on a statewide level on government facility and community energy use, retrofits, and strategic plan metrics.

The Coordinator is responsible for:

- Developing and disseminating local government energy efficiency best practices.
- Tracking statewide progress toward achieving the local government goals in the Strategic Plan.
- Facilitating partnerships between local government energy staff.
- Coordinating closely with the three statewide organizations, ICLEI, ILG and LGC, to leverage and promote Statewide Energy Efficiency Collaborative resources.

#### **QUALIFICATIONS**

1. Demonstrated knowledge of energy efficiency issues, policies and practices, including understanding of local, regional and state policies, investor owned utility energy efficiency programs, and California Public Utilities processes.
2. Knowledge of local government, including California local government planning, policy and administrative practices.

3. Established reputation for leadership in energy efficiency, climate change and/or other sustainability areas.
4. Excellent writing and oral presentation skills.
5. Ability to work independently, while at the same time, collaborating closely with different organizations.
6. A minimum five years' experience in energy efficiency, sustainability, climate change or government.

### **SALARY & BENEFITS**

The Local Government Energy Coordinator is a Local Government Commission employee located in Sacramento. The annual salary range of this position is between \$60,000---\$80,000 depending upon qualifications. The benefits package includes 100% employer---paid medical, dental and long---term disability coverage and a 401K---retirement plan with an employer contribution equal to 4% of salary.

### **APPLICATION PROCESS**

Applicants should send their resumes and cover letters describing their qualifications and interest in the position to Julia Kim at the Local Government Commission ([jkim@lgc.org](mailto:jkim@lgc.org)). **Application deadline is September 19<sup>th</sup>.**