**Renewable Energy Business Manager**

VERA – Waterbury, Vermont

**Vermont Environmental Research Associates (VERA)** is a small consultancy providing renewable energy development services throughout New England. Our mission is to be an integral part of the renewable energy resource transformation of the electric utility system. We have a full-time management opening for an experienced individual to join our team managing the firm’s small business functions and participate in development of commercial-scale wind and solar generation projects.

This position will be responsible for functions which require a broad working knowledge of finance and accounting. Skills in effective communication with clients, regulatory authorities and a variety of stakeholders are required.

At the project level, this position will evaluate the feasibility of renewable energy project investment opportunities and be familiar with local, state, and federal rules and political pressures influencing renewable energy development in New England.

The applicant that will succeed in this position will be a self-starting, energetic, motivated team player that has a strong, proven track record of business administration and project financing of renewable energy projects in New England’s regulatory environments.

**RESPONSIBILITIES**

* Manage the small business functions of the firm; accounting (Quickbooks-based), payroll.
* Monitor the financial aspects of the firm’s business activities and prepare reports to management
* Participate in the development and management of the portfolio of projects’ activities in concert with the development team.
* Monitor legislative progress of local and regional governments to gain insight into the renewable energy interests of the company and its clients.
* Monitor evolving government political, regulatory and tax incentives.
* Communicate the company’s mission along with specific project information to state, regional, and town governmental agencies and the general public.

**COMPETENCIES**

* Proficiency with the practical applications Microsoft software programs.

* Proficiency with Quickbooks accounting and reporting.
* Ability to communicate technical issues to internal and as well as public audiences.
* Skilled in preparing technical documents.
* Comfortable in working in a demanding small business environment.

**QUALIFICATIONS/REQUIREMENTS**

* Minimum of a Bachelor’s Degree in the Business Management, Accounting, Engineering or related fields.
* Minimum of three years of small business management or project management experience.
* An understanding of regional electricity markets, renewable energy incentives, regulatory rules and opportunities.
* The ability to learn on the fly, manage money, collaborate, multitask and solve problems is essential. Interpersonal communication skills are key.
* Personally committed to a cleaner, more sustainable planet.

Minimum of three years experience in project finance and small business management

Qualified applicants that meet the position requirements should email their work experience, salary requirements, and qualifications to Human Resources at **emmaa@verarenewables.com**