

Campus Energy Manager Tufts University

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Posted Jan. 29, 2024, set to expire Dec. 31, 2024

Job Title	Campus Energy Manager
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Jan. 29, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Institutional Advancement Facilities/Maintenance/Transportation
Job Website	https://jobs.tufts.edu/jobs/20109?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The Operations Division serves four Tufts University campuses: the Medford/Somerville campus, the Boston Health Sciences campus, the Boston School of the Museum of Fine Arts at Tufts, and the Grafton Cummings School for Veterinary Medicine campus - together encompassing 275 buildings and approximately 5.8 million gross square feet. The division comprises of Campus Planning, Capital Renewal, Capital Projects, Real Estate, Facilities and Engineering Services, Dining, Auxiliary Services, and Public Safety. Together, these teams support and advance strategic goals for the University's research and educational mission, vision, and values. A broad range of services are provided by Facilities Services to support each campus. They include but or not limited to the repair and reliability of the University's assets, engineering and design management, energy, water, and utilities management, commissioning and retro-commissioning, construction turnover and project closeout and grounds management.

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What You'll Do

The Campus Energy Manager is responsible for the development and execution of a campus-wide energy program focused on energy conservation, efficiency, procurement, and management; and emission/carbon footprint reductions in conjunction with financial and operational considerations such as life cycle cost savings, resilience and quality of energy supply. The position manages energy consultants as well as reviewing energy usage forecasts for all campuses and assists with demand response programs. The Campus Energy Manager is an expert resource for recommending energy reduction strategies; they will monitor local, state and federal policy; ISO-NE policies and utility programs for opportunities for energy and carbon emission reduction. The Campus Energy Manager has an outward facing role to help advance and support the university's sustainability goals among students, faculty, staff and other higher education institution.

Essential Functions:

- Develop and manage strategic energy plan as well as the energy component of climate action plans. Provide expert direction and project management for energy optimization, energy distribution and energy information projects ranging from physical equipment design and installation projects to data collection and control architecture and enterprise IT projects.
- Develop strategies to maximize energy efficiency, reduce consumption and reduce carbon emissions. Development of energy management standards and guidelines for operations, design, and construction to drive future efficiency through written policies and procedures
- Participate in design reviews for new construction and renovations; ensure that projects are reviewed for energy efficiency and that value engineering decisions accurately account for the life cycle impacts of decisions.
- Collaborates with utility providers and Capital Programs staff to identify, develop, and maximize rebate opportunities in capital projects.
- Energy optimization - works to actively identify opportunities to improve efficiency within existing systems. Identifies projects that would increase the ability to improve efficiency and works to meet the College's greenhouse emissions goals (such as controls upgrades, equipment replacements, schedules, and programming changes, etc.).
- In collaboration with Facilities, Capital Programs, Planning, and University programs, identifies and assesses problem / opportunity areas within our facilities infrastructure that could benefit from energy efficiency measures and evaluates options. Includes the monitoring of existing meter and building data and tactical expansion of the metering program.
- Support the Office of Sustainability with the preparation and reporting on project progress as it relates to University's comprehensive Energy, Utility, and Carbon Neutrality Plan and related programs and strategies. Aid students and faculty seeking data on campus buildings and energy systems related to student and faculty projects. Assist with monitoring of energy-related policy changes at city, state and federal level.
- Responsible for the coordination and management of the University's Energy Procurement Committee including facilitating the University's energy procurement strategy with University Senior Leadership
- Manage the University's major energy procurement contracts.
- Identify energy investment opportunities across campus.
- Produce economic analysis of energy initiatives.
- Identify new and proven energy-saving technology that has a cost benefit for the campus.
- Participate in all Energy Related strategies, programs, development, initiatives, fund management.
- Manage the Energy Revolving Fund including governance process. Ensure all incentive checks, rebates, and payback strategies are being allocated to the fund. Prepare narratives for projects that may require supplemental funding or alternative funding sources that exceed or do not fully qualify to use revolving energy reserve funds.

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- Analysis of the complex campus infrastructure and mechanical building systems towards identifying projects to achieve energy savings while avoiding future capital renewal expenses, reducing operating costs and enhancing required service capacities.
- Keeps current with emerging power supply/delivery issues, including energy supply and acquisition strategies, building energy management technologies, internal energy usage policies, and regulatory compliance.
- Participate in ASHRAE audits of select facilities and strategic building systems and assets as directed by Facilities and Business Operations leadership
- Collaborates with colleagues across Operations and in other divisions on analyses and management of campus energy systems. Maintains strong working relationships on all four campuses with facilities directors, facilities engineering, campus planners and schools' representatives to discuss and determine priorities.
- Clearly communicates goals and desired outcomes to a variety of audiences including Senior Leadership through quantitative and qualitative analyses, graphics, and presentations.

What We're Looking For

Basic Requirements:

- Knowledge and skills as typically acquired through completion of a Bachelor's degree in a related field with 5+ years of experience
- Excellent analytical and quantitative skills
- High level of skill in strategic thinking and ability to make sense of complex data and decision making with an understanding of impact on the larger organization
- Ability to be collaborative, creative, supportive, and thoughtful in problem-solving, considering the diverse and occasionally conflicting needs and perspectives.
- Ability to work in a fast-paced environment and prioritize tasks and responsibilities.
- Ability to exercise independent judgment to maintain confidentiality
- Excellent interpersonal skills and demonstrated leadership and collaborative experience in a large, complex organization
- Demonstrated ability, and commitment to work effectively in, a culturally diverse and inclusive environment and to value and respect different perspectives
- Experience with utility bill payment, tariff rate analysis, energy procurement.
- Ability to communicate ideas clearly, both verbally, graphically, and in writing
- Excellent Proficiency in Excel, database manipulation, and similar computer-based tools

Preferred Qualifications:

- Professional related licenses and/or certifications
- Certified Energy Manager (CEM) – (or within a year of hire)
- Advanced/Master's degree in related field
- Experience working at a higher educational institution and/or non-profits, or a private firm serving institutional clients
- Project Past experience performing ASHRAE Energy Audits
- Working knowledge and experience with BAS/EMS and other systems



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Special Work Schedule Requirements:

- Required to be on site during emergency situations related to weather and/or manmade such as power outages and scheduled utility shut downs.

Pay Range

Minimum \$93,200.00, Midpoint \$116,500.00, Maximum \$139,800.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact