

VHB
Climate & Energy Practice

Program Officer- Albany, NY
Job Description

Consistently ranked by CE News as one of the “Best Civil Engineering Firms to Work For,” Vanasse Hangen Brustlin, Inc. (VHB) is a 750 person firm that provides comprehensive, integrated transportation, land development and environmental services from offices throughout the east coast. Engineering News-Record ranks VHB 84th of the Top 500 U.S. Design Firms and among the Top 50 Transportation Firms.

VHB is committed to providing a challenging, fun and rewarding work environment. Our staff enjoys opportunities to grow professionally and work on interesting projects. Our dynamic, people-centric organization focuses on our culture of collaboration, personal development, and developing lasting relationships both inside and outside of our firm.

VHB is seeking a motivated, energetic, technically savvy individual interested in a position with significant growth potential. VHB’s new Climate & Energy Practice works with clients on energy planning and management, greenhouse gas accounting, climate mitigation and adaptation planning, sustainability planning, and community wind projects. The Program Officer based in Albany, NY will be responsible for assisting with the day to day oversight and implementation of the Energy & Sustainability Program for the City of Albany, NY. The Program Officer will be based in City of Albany municipal offices three days per week. The Program Officer will work under the direction of the Climate & Energy Practice Leader, who is based in Watertown, MA.

Specifically, the Program Officer will be responsible for the following:

- Overseeing the completion of the City of Albany’s greenhouse gas emissions inventory
- Working with the VHB’s Climate & Energy Practice Leader to design and oversee the implementation of the City of Albany’s overall sustainability program, including community outreach, municipal department engagement, and energy efficiency projects throughout government operations
- Identifying and supporting efforts to respond to grant and other funding opportunities for Albany’s Energy & Sustainability Program
- Representing the City of Albany at various local and regional sustainability events
- Supporting the City’s internal Sustainability Working Group
- Providing municipal staff and the community at large with various resources related to energy and climate protection
- Maintaining a working knowledge of the GHG accounting field, including best practices and tools
- Supporting other projects as assigned
- Assisting with business development as needed

Position Requirements:

Eligible applicants will hold an advanced degree and possess at least one year direct experience working on climate, energy, and/or other sustainability initiatives, including climate impacts and/or adaptation, greenhouse gas accounting, transportation, waste, urban planning, policies or related

fields. Applicants must possess excellent analytical, organizational, management, communications, and writing skills; be able to work independently as well as collaboratively.

Other desirable qualifications include:

- Direct experience working on energy, climate change, and sustainability issues
- Understanding of environmental, economic, and social issues related to energy use, transportation, and waste management
- Experience working in a local governments
- Experience in manipulation and analysis of quantitative data
- Knowledge of and experience utilizing energy and GHG accounting tools

Qualified candidates should visit www.vhb.com under careers and Albany, NY to apply online.

VHB is proud to be an Equal Opportunity/Affirmative Action Employer.

VHB ensures non discrimination in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964.

VHB Participates in the E-verify employment authorization program.