



## Position Announcement

### Institute for Energy Solutions Program Manager

#### Job Description

The Program Manager for the Institute for Energy Solutions has the exciting role of leading community building activities at the University of Michigan (UM) focused on leveraging College of Engineering advances in energy science and technologies and other energy research expertise throughout the University of Michigan. The Program Manager will work with the Institute Director, Associate Director and Steering Committee to create new activities that synergize the UM community energy assets – amplifying positive change to energy systems. Individuals are expected to leverage their research expertise and expand their research leadership through new activities.

#### Who We Are

The [Institute for Energy Solutions \(IES\)](#) is committed to achieving positive change to national and global energy systems. Our IES mission is to pursue energy science and technologies to enable, accelerate, and inform the transition to an equitable, resilient, clean, affordable, and sustainable energy future. The IES supports and advances the College of Engineering's commitment to advances in technology, education, outreach, DEI, and community building around energy systems. We partner with faculty, staff, students, and external partners to develop and maximize the impact of UM energy expertise and science and technology outcomes. We are looking for an individual who shares our IES goals and wants to help lead the IES forward.

Michigan Engineers are world-class educators, researchers, students and staff who strive to build a people-first future. As part of the nation's number one public research institution, Michigan Engineering's mission is to provide scientific and technological leadership to the people of the world, develop intellectually curious and socially conscious minds, create collaborative solutions to societal problems, and promote an inclusive and innovative community of service for the common good.

Our vision, mission and values are supported by a people-first engineering framework that guides our work. As Michigan Engineers, we strive to apply excellent engineering fundamentals, integrated expertise and equity-centered values to reimagine what engineering can be, close critical gaps, and elevate all people. Information about our vision, mission and values can be found at: <http://strategicvision.engin.umich.edu/>.

The University of Michigan has a storied legacy of commitment to Diversity, Equity and Inclusion (DEI). Michigan Engineering models that commitment in our research, culture and collaborations. We seek to recruit and retain a diverse workforce as a reflection of that

commitment. Learn more about DEI at Michigan Engineering:  
<https://www.engin.umich.edu/culture/diversity-equity-inclusion/>

### **Responsibilities**

- Create content for symposia, workshops and other community building activities;
- Manage faculty and graduate student IES fellowship programs (including solicitations, reviews, and program activities);
- Contribute to and support funding opportunities.
- Oversee program budget and finance, including budget forecasting
- Strategically manage the content and platform of all department communications.

### **Required Qualifications**

- doctoral degree in a science or engineering field
- ability to work independently
- high level of creativity and novel ideas on how to build communities to support achieve equitable access to clean energy
- strong organizational, communication and interpersonal skills
- technical expertise on specific energy science and technologies as well as strong familiarity with a breadth of energy carriers and systems.
- Demonstrated ability to communicate effectively with faculty, staff and student constituencies with the ability to deliver consistent and clear messages to a diverse group with differing perspectives or roles in process
- Excellent organizational skills with proven ability to prioritize multiple responsibilities with careful attention to detail
- Excellent presentation skills with demonstrated ability to generate enthusiasm and understanding with a variety of audiences and partners.

### **Work Location**

The Institute for Energy Solutions operates in a hybrid work environment consisting of both in-person and remote work. This position will be classified as a FLEX position within the Michigan Engineering STARR classification matrix which means working on campus typically 2-3 days per week and working remotely the rest of the week. You can find more information here: <https://rpm.engin.umich.edu/human-resources/telecommuting/>

### **How to Apply**

Interested applicants should apply to the University of Michigan Careers website via the link: [https://careers.umich.edu/job\\_detail/238552/ies-program-manager](https://careers.umich.edu/job_detail/238552/ies-program-manager). Required application materials include a cover letter and resume. The resume should include names and contact information for at least two references. Please email any questions to [ies-contact@umich.edu](mailto:ies-contact@umich.edu). The cover letter (two pages maximum) should describe your thoughts on how to advance Institute goals on equitable access to clean energy; how to build communities on energy topics with different partners (within the UM and externally) and your interests in advancing energy systems. This is a term-limited position through May 31, 2025 with possible renewal based on funding extension.

**Salary Range:** \$70,000 - \$85,000, depending on candidate qualifications and responsibilities.