



POSITION TITLE: Product Manager, Industrial Sector	REPORTS TO: Senior Manager, Industrial Sector
CLASSIFICATION: Exempt	REVISED: November 2007

The Northwest Energy Efficiency Alliance (NEEA) believes that each employee makes a significant contribution to our success and should not be limited by the assigned responsibilities. This position description outlines primary duties, qualifications, and job scope, but is not intended to be a comprehensive description of job responsibilities. We expect each employee will offer his/her services wherever and whenever necessary to ensure the success of our endeavors.

Position Summary

The primary objective of the position is to effectively plan and evolve products and services throughout the product/service lifecycle in the industrial sector as per the intent of the Board of Directors to ensure project goals are met. The Manager is an integral part of an interdisciplinary team dedicated to bringing affordable energy efficient products and services to market in a sustainable manner.

Essential Functions

- Define the product/service vision, strategy, and roadmap for each assigned product/service line.
- Manage product/service design, development and release process for new product/service functionality and enhancements. Coordinate product development activities with marketing, implementation, and operations to ensure project goals will be obtained.
- Manage product development metrics, processes, budgets, schedules, contracts, work plans, and risk.
- Forecast expected cash projection, resource needs, key metric estimates, product development milestones.
- Facilitate team interaction and communication, including internal meetings, program databases, document management, project processes and delivery of inter-team materials.
- Manage the day-to-day execution of all aspects of new product and service development including problem identification and issue resolution. Timely escalation of issues, as appropriate, to Senior Manager of Industrial Sector.
- Report on progress relative to goals and objectives, specified deadlines and allocated resources.
- Provide day-to-day guidance and support to project managers and external contractors to ensure consistency in implementation of market transformation objectives.
- Help to create enthusiasm and satisfaction for work and product excellence.

Supervisory Responsibility

None.

Interpersonal Contacts

Works closely with other functional areas of the organization, as well as with key external stakeholders (including electric utilities, industrial customers, state and federal agencies, the Bonneville Power Administration, the Energy Trust of Oregon, trade allies, and trade associations), to ensure the success of the initiatives and communicate NEEA's value.

Specific Job Skills

- Demonstrated strong product and or service development and management capabilities.
- Demonstrated strong project management skills, including work plan development and monitoring, financial budget development as well as analysis of variances actual expenses incurred and the ability to adapt plans during the course of a project.
- Must be able to manage teams of professionals independently driving results in a "matrix" reporting structure.
- Must be a process and goal oriented manager with the confidence and courage to champion change, create and improve processes and drive results.
- Be strategic in thought and behavior, anticipating obstacles and opportunities while maintaining a long-term, big picture view.
- Be focused on results with a high sense of urgency, discipline and integrity.
- Be a solid presenter, communicator and facilitator, both oral and written with appropriate computer skills.
- Be team oriented, and have a high energy level with the ability to energize others as well as the flexibility to adapt a team to changes.
- Be an effective relationship manager who can drive results in a collaborative environment, and build consensus among technical and non-technical personnel.

Education and/or Experience

Successful candidates must be self-directed, results-driven, and accustomed to overseeing multiple product lines simultaneously. Candidate must be aggressive in achieving results while maintaining good work relations and fostering an environment of mutual respect. The candidate will have a high-energy personality, demonstrate strong team leadership skills, possess advanced analytical and reasoning skills and have an exceptional aptitude for prioritizing. The candidate must have knowledge and experience in new product development, product launches, and managing and evolving product ranges. Knowledge and experience of product development disciplines is a must. Interest in, and/or experience of industrial production techniques such as lean, six sigma, JIT, is required.

Requires at least seven years of relevant experience in new product development or product management preferably in the industrial sector. Knowledge and or experience in energy efficiency or business process management fields a plus. BA or BS degree in Engineering, Technical Marketing, Business or related field required.

Contact Information

Forward resume, availability, references, and salary requirements to:

Electronically: HRProductMgrIndustrial200711@nwalliance.org

Hardcopy: Human Resources – Industrial (SD200711)
Northwest Energy Efficiency Alliance
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Position open until filled.