

# Director

## Maryland Energy Innovation Accelerator Program

### About MEIA

The Maryland Energy Innovation Accelerator ("MEIA") is a program created by the Maryland Clean Energy Center ("MCEC") in 2019. MCEC is an instrumentality of the State of Maryland that has an economic development mission. The mission of MEIA is to create and accelerate investible clean energy and climate technology businesses in Maryland.

MEIA focuses on early-stage technology commercialization in partnership with Maryland-based businesses, universities, and labs to support Maryland's clean energy and climate goals. MEIA offers three programs: Pre-Accelerator for new ideas, Launchpad for lab-scale academic inventions, and Accelerator for established pre-revenue companies. Since 2019, MEIA has assisted 36 teams, leading to the creation of 7 new startups and 10 accelerated startups. Learn more about MEIA by visiting our website at [www.mdeia.org](http://www.mdeia.org)

### About the Position

The Director of MEIA reports directly to the Executive Director of MCEC. The Director oversees and participates in administration and programming, with direct responsibility for budgeting and financial management. The Director is the public facing person who represents the State of Maryland's effort to build a clean energy and climate tech ecosystem, working in collaboration with State agencies and Universities to create associated jobs.

Some of the key responsibilities include:

- **PROGRAM PLANNING AND MANAGEMENT**
  - Strategic planning and management of the program and growth into new areas
  - Management of MEIA budget, assist MCEC controller with reporting as well as accounts payable and receivable
  - Develop and meet financial targets and performance metrics
  - Reporting for MEIA's EDA Build to Scale grant that lasts through September 2024
  - Planning of monthly events for teams
  - Recruit and supervise EEIRs, consultants and interns
  - Develop sponsorship commitments
  - Coordinate and manage team meetings for each Startup Team including ensuring the teams are progressing and the parties are staying engaged
  - Pre-accelerator content creation and presentation
- **REPRESENTATION, COMMUNICATION AND LEADERSHIP**
  - Conduct outreach and recruiting of new innovators and entrepreneurs to enter the program including outreach to new organizations and broad networking in the industry
  - Maintain relationships with channel partnership organizations – including University labs, Technology Commercialization offices, and local Incubators and Accelerators
  - Represent the program, initiative, and Center within the Maryland innovation & entrepreneurship community, including at events, conferences and meetings
  - Oversee and manage all communications from MEIA including the MEIA website, social media, blogs and videos
  - Coordinate with MCEC on communication and marketing materials
  - Organize and moderate MEIA events including pitch finale and other events

- PROFESSIONAL DEVELOPMENT
  - Establish contacts and maintain active involvement in program and related areas through participation in professional activities. Maintain familiarity with salient current research developments
  - Attend relevant conferences including Incubateenergy's annual conference, ARPA-E, and other conferences that can connect startups to relevant corporations and funders.

## About You

MCEC is looking for someone who is passionate about how new technology can mitigate the impacts of climate change. The individual must be an effective communicator and relationship builder who pulls together a wide array of stakeholders to build and grow Maryland's clean energy and climate tech ecosystem. Additional qualifications include:

- 10+ years of work experience. Experience in climate tech a plus.
- Financial literacy. QuickBooks Online and grants management experience a plus.
- Strong writing and public presentation skills for a variety of audiences.
- Self-motivated with a strong work ethic; able to manage multiple competing priorities at once.
- Excellent entrepreneurial and interpersonal skills, including the ability to build solid relationships and support among a broad range of people and positions.
- Strong personal network in the climate tech or deep tech sectors. Or, the ability to quickly build a network using LinkedIn recruiter to fill vacant EEIR openings.
- A strong mission-driven visionary with a commitment to building the Maryland clean energy and climate tech ecosystem.
- Commercialization experience a plus.
- MBA or advanced engineering degree preferred.

## Compensation and Additional Information

This is a contractual position through the Carbon Technology Institute, with a minimum time commitment of 32 hours per week. Annual compensation target is negotiable with a budget between \$120K-\$175K depending on experience.

## To Apply

Submit resume and cover letter here: <https://mdeia.org/director-posting>