

**Michigan Energy Options**, a statewide energy nonprofit with offices in Marquette and East Lansing, is seeking a **financial manager** professional. This person would work closely with the Executive Director in East Lansing, as well as the staff located in our Upper Peninsula office in Marquette.

**Core duties include:**

- Manage the budget, finances and federal, state and foundation grants reporting. Prepare annual budget with E.D. and Board Treasurer. Report financials to Board of Directors monthly.
- Assist E.D. to develop new business opportunities in the areas of energy efficiency, renewable energy and sustainability through public and private partnerships.
- Assist in implementing existing programs and improving performance with budgetary metrics and best practices.
- With E.D. and Board of Directors, execute existing strategic plan and ongoing planning, especially focused on energy and economic development.

**About Michigan Energy Options:** For more than 30 years, Michigan Energy Options (formerly Urban and Northern Options) has helped more than a million people in our state conserve energy, save money, adopt renewable energy, reduce greenhouse gases and lead more sustainable lives. We are a team of diverse expertise: PhD, MBA, LEED accredited, HERS and BPI trained, licensed contractors, seasoned environmental and energy experts and educators, project and financial managers—all practitioners for a greener Michigan.

**About Applicants:**

- A business degree in finance, management, sales, or related
- A strong interest, if not experience and expertise, in green energy and sustainability
- Proof of concept in managing/reporting on grants
- Supervisor experience with staff
- A collegial, positive, attitude and strong, self-directed work ethic
- A desire to not only execute work to high standards, but innovate and improve this work
- An ability to work in a fast-paced, growing organization in a dynamic sector
- A person who understands and can practice the “triple bottom line” ethos

This **position is full-time**. Their goal is to find someone who can grow in this role, help grow the organization and help grow the practice and adoption of energy efficiency, renewables and related sectors throughout Michigan.

**Contact:** John Kinch, PhD, Executive Director at [jkinch@michiganenergyoptions.org](mailto:jkinch@michiganenergyoptions.org)