

Illinois Power Agency

Chief Diversity, Equity, and Inclusion Officer

The Illinois Power Agency has created an exciting chief executive-level position to help foster the growth of diversity, equity, and inclusion in the expanding clean energy economy of Illinois. The IPA's Chief Diversity, Equity, and Inclusion (DEI) Officer will oversee a team focused on implementing the Agency's DEI-related opportunities and requirements for renewable energy programs and procurements.

The Chief DEI Officer will develop strategies for increasing access to Illinois' clean energy economy for historically excluded communities, will develop relationships and partnerships with key external stakeholders to advance diversity in the clean energy space, and will lead implementation of internal commitments to diversity, equity, and inclusion.

Duties and Responsibilities

- Manage a team focused on data analysis, community outreach, and stakeholder engagement for the IPA's renewable energy programs and procurements, including establishing new partnerships and relationships, and the Agency's internal DEI priorities. This team currently includes an Outreach Associate, a Data Analyst, and additional new positions deemed necessary by the Chief DEI Officer and authorized by the Agency Director.
- Strategy and Program Design
 - Develop and refine the Agency's DEI strategic plan, including objectives, strategies, and tactics for meeting the Illinois' Climate and Equitable Jobs Act statutory requirements for equitable business and workforce participation in the Agency's solar programs and renewable energy procurements.
 - Monitor and benchmark the Agency's program design and implementation, and coordinate with Agency staff to ensure the Agency's programs are using best practices to increase diversity, equity, and inclusion.
 - Assess and manage certification processes for businesses and individuals from traditionally underserved communities and populations who seek to participate in the Agency's programs that promote clean energy, particularly solar energy.
 - Coordinate with the Agency's third-party Program Administrators to monitor and ensure that entities participating in the Agency's programs comply with applicable prevailing wage and project labor agreement requirements.
 - Coordinate with Program Administrators to ensure certified businesses and individuals have opportunities and support to participate in the Agency's programs and are recruited into those programs.
 - Lead the expansion and improvement of the Energy Workforce Equity Database and associated Portal, a public tool intended to provide resources and information for those looking to comply with or benefit from the DEI elements of the Agency's programs.
- Monitoring and Reporting Outcomes
 - Lead the development of an assessment study analyzing whether the Agency's programs are achieving policy goals and increasing businesses' and individuals' participation in traditionally underserved communities and populations.
 - Lead the development and execution of a disparity study that measures and analyzes

the presence and impact of racial discrimination on minority businesses and workers in the Illinois clean energy economy.

- Create metrics and other content to communicate the results of the equity elements of the Agency's programs and procurements for inclusion in public resources: including the Agency's Annual Report, the Long-Term Renewable Resources Procurement Plan, and other published materials as needed. This may take the form of statistical reports related to outreach, engagement, participation, and compliance, as well as DEI strategic plan adjustments.
- External Affairs and Communications
 - Develop and manage an external DEI Advisory Council to gather feedback on the IPA's DEI-related activities in Illinois' clean energy economy.
 - Serve as a liaison to State of Illinois entities (such as the Illinois Commerce Commission, Department of Commerce and Economic Opportunity, Central Management Services, Illinois General Assembly members, and officers from the Office of the Governor) to communicate the Agency's plans for and progress on diversity, equity, and inclusion initiatives and align with related initiatives led by other agencies.
 - Represent the IPA in external forums and with external stakeholders to effectively communicate the statutory requirements, Agency programs and activities, and achievements related to diversity, equity, and inclusion.
 - Work with the IPA Communications team and the DEI staff to develop strategic communications that support DEI goals, such as presentations, workshops, fact sheets, and other content as necessary to help drive awareness around the Agency's efforts to promote a more diverse, equitable, and inclusive clean energy economy.
 - Oversee outreach activities that increase awareness among targeted communities and constituencies of certification opportunities within IPA programs.
- Internal Agency DEI Initiatives
 - Provide support to the Agency in meeting diversity goals, including those related to Minority/Women-Owned Business Enterprise (MWBE) participation and overseeing Business Enterprise Program (BEP) compliance for Agency contractors and consultants, preparing BEP and related compliance reports, and providing ongoing subject matter expertise to the Agency.
 - Develop and implement internal awareness training for Agency staff related to policies and procedures that increase the Agency's diversity goals.
 - Serve as Agency's Equal Employment Opportunity and Affirmative Action Officer.
- Complete other duties as assigned by the Agency's Director and/or other senior management members.

Minimum Qualifications

- Bachelor's degree in business, public administration, or related field, or the equivalent combination of education and experience. Graduate degree preferred.
- Five or more years of experience managing or coordinating programs that ensure diverse workforces, contracting, or compliance with labor standards and agreements.

- Experience with either the State of Illinois Business Enterprise Program, or similar MWBE programs.
- Experience in designing or improving programs and policies, preferably related to workforce development or providing support or services to disadvantaged, environmentally burdened, or historically excluded communities.
- Strong leadership, management, and strategic thinking skills, with the ability to develop and execute a strategy to achieve desired outcomes.
- Commitment to equity and improving economic opportunities for targeted communities.
- Ability to balance multiple projects at once and to creatively address unexpected barriers or setbacks.
- Ability to adapt to changing priorities and work effectively within a dynamic environment.
- Organized and detail-oriented with a strong ability to absorb and process information quickly.
- Excellent project management skills and ability to meet deadlines.
- Proficiency using MS Office 365 applications including Word, Excel, PowerPoint, SharePoint, and Outlook.
- Exceptional verbal, written, and presentation skills.
- Experience in renewable energy, energy efficiency, or public works programs preferred.
- Experience with the development of disparity studies preferred.

The Chief Diversity, Equity, and Inclusion Officer is prohibited from: (i) owning, directly or indirectly, 5% or more of the voting capital stock of an electric utility, independent power producer, power marketer, or alternative retail electric supplier; (ii) being in any chain of successive ownership of 5% or more of the voting capital stock of any electric utility, independent power producer, power marketer, or alternative retail electric supplier; (iii) receiving any form of compensation, fee, payment, or other consideration from an electric utility, independent power producer, power marketer, or alternative retail electric supplier, including legal fees, consulting fees, bonuses, or other sums. These limitations do not apply to any compensation received pursuant to a defined benefit plan or other form of deferred compensation, provided that the individual has otherwise severed all ties to the utility, power producer, power marketer, or alternative retail electric supplier.

This is a merit compensation position. Salary is commensurate with qualifications and experience, but at the level of a chief officer within the Agency.

To apply, please submit a cover letter that describes your interest in and qualifications for the position, resume, and three professional references along with your online application.

Applications without a cover letter describing the applicant's relevant experience and why the applicant would be a strong candidate for this position will not be reviewed for consideration.

No phone calls please.

The Illinois Power Agency is an Equal Opportunity/Affirmative Action employer.