



Residential Lighting Coordinator

Portland Energy Conservation, Inc. (PECI) is a nonprofit corporation with a twenty-year history developing and implementing innovative approaches to energy and resource efficiency. We offer our local and national clients a unique combination of expert research, program design, and on-the-ground delivery. We are growing and have exciting opportunities for individuals who have a passion for learning and want to make an impact working within the energy efficiency market.

About the Position:

PECI seeks a talented, self motivated, Lighting Coordinator to join our residential teams in their Portland, Oregon office. Candidate must be Lighting Certified, experienced in architectural lighting design, and eager to participate in the design of cutting edge, energy efficient lighting solutions for residential new construction projects.

Job responsibilities will include working with architects, builders and designers in the preparation of lighting designs and execution of lighting projects. The Lighting Coordinator will work with lighting manufacturers, distributors and showrooms to develop innovative, energy efficient lighting packages for new residential construction. In addition, this position will involve working with existing clients and recruiting new builders to use the array of lighting packages developed. The Lighting Coordinator will also work with the marketing department to develop messaging around the concepts of energy efficient lighting.

This position requires frequent travel within the state of Oregon. Travel will be reimbursed at a set rate per mile. A successful candidate must have access to a personal vehicle to cover the assigned territory.

Qualities:

- Formal education in illumination is preferred.
- Minimum two years in the lighting industry or residential lighting design
- Willingness and skills to do a combination of communications and coordination, documentation, and detailed technical work
- Enthusiasm and flexibility for working with a fast-paced organization with extensive external accountabilities and communications needs
- Must be organized, detail oriented with ability to think critically
- Ability work independently and as part of a team
- Ability to travel throughout state of Oregon
- Familiar with domestic and international regulations/standards on fixture, e.g. GB, IEC and UL;

Key responsibilities:

- Provide training through end user seminars and presentations at distributors
- Outreach to the residential construction community in Oregon to provide energy efficient lighting solutions that meet the new Oregon residential building code
- Outreach to lighting manufacturers, distributors and showrooms to develop energy efficient lighting packages for the new residential construction market
- Coordinate with field staff to collect and compile data such as sales figures and synthesize data to deliver regularly scheduled reports for program management
- Provide technical support to assigned region distributor sales associates and their customers on the product offerings
- Respond to a variety of questions on product family, lumen depreciation and product application information
- Acts as a resource on technical support and applications to region distributor sales associates
- Research and evaluate new efficient lighting products and act as the lead designer responsible for frequently rotating state-of-the-art lighting design displays at participating showrooms



- Effectively interpret and analyze report results, identifying relational causes and trends and providing actionable recommendations to program management and leadership based on trend analysis along with diagnosing existing reports for modification and/or enhancements as needed.
- Recommend processes/procedures and formats for data collection, trouble shoot data inconsistencies, Design, implement and maintain operational tracking databases as needed.
- Conduct internet and phone based research on new energy efficient technologies and products and also to support program analyses and assist with drafting reports.
- Track developments in product specifications, technical developments and new products for application to programs and potential new work
- Develop efficiency and renewable program options and working with program, evaluation, and planning personnel, help select, document, and propose those options.

To Apply:

If you are interested in this position, please send a letter, resume, a writing sample and references to job2313@peci.org, or 1400 SW 5th Ave #700, Portland OR 97201.