

Job Description: National Solar Director

Revision Date: 2019.07

Reporting Structure: Direct to VP of Sales and Marketing

Department: Sales & Marketing

Direct Reports: Yes

POSITION PURPOSE

The National Solar Director oversees day-to-day operations and the long-term success of the solar business at Performance Services. The National Solar Director manages the internal Solar Team and provides overall solar leadership to the Company to achieve Company Solar Goals.

DUTIES, TASKS AND RESPONSIBILITIES

Leadership & Management

- Leads and manages the internal Solar Team with responsibility for sales, engineering, operations, and performance assurance on all solar projects at the Company.
- Effectively and regularly communicates with Corporate leadership and Branch personnel, including managers, supervisors, salespeople, engineers, and project managers.
- Finds, attracts, hires, onboards, retains and develops top talent to the Solar Team to achieve Company Solar Goals.
- Develops Solar Team personnel through formal onboarding, 1st year mentoring, quarterly Catalytic Coaching, annual performance reviews, delegating when necessary and assisting in conflict resolution.
- Establishes and drives internal processes on solar projects, regularly incorporating lessons learned to foster an environment of continuous improvement.
- Orchestrates the appropriate PSI and Customer resources to meet or exceed annual sales/margin goals.
- Establishes team focus by developing and communicating goals in support of the visions and values of Performance Services.
- Manages organizational transformation and change by communicating change to the team, problem solving, and establishing structure.
- Serves as the “go to” person in the organization when help is needed with Solar/Renewable Energy solutions.
- Works closely with sales/marketing and legal when it comes to driving and closing business.
- Pays close attention to our Customer Experience (CX) and Performance Assurance (PA) results ensuring we are meeting or exceeding expectations and commitments.

Initiatives

- Attains annual sales and margin goals.
- Manages all engineering, estimating, project management, commissioning and measurement/verification functions on all solar projects within the company.
- Attends customer appointments and presentations with salespeople to assist in developing solar projects to close.
- Assists the project teams with preliminary project budgets, energy savings calculations, and financial analyses on solar projects.
- Monitors and tracks performance data on installed solar projects to ensure customer expectations are met.
- Serves as the primary liaison to key solar equipment vendors and installers, developing relationships and negotiating terms for the long-term benefit of the Company.
- Maintains current knowledge of state regulatory initiatives and policy changes in markets served by PSI and appropriately communicates the impact to relevant personnel.



- Maintains current knowledge of utility rates and programs in markets served by PSI and provides example financial analyses to relevant personnel to assist in sales development efforts.
- Regularly collaborates with the Marketing Team to develop and update relevant marketing materials and content to assist project teams with sales development.
- Provides leadership on the development of innovative solutions and business opportunities that are complimentary to the core solar business, such as energy storage and microgrids.
- Ensures that projects are constructed in accordance with code, utility, and contract requirements.
- Maintains excellent communication with the customer and entire project team.
- Provides leadership to the project team to ensure a safe, profitable, and timely completed project.
- Plans and schedules proper staffing of projects.

BEHAVIORAL COMPETENCIES

Core Competencies

- **Integrity** – Act with integrity; truthfulness, fairness and honesty.
- **Continuous Learning** – Is a continuous learner focused on constant improvement; embraces new technologies.
- **Exceed Expectations** – Work hard to exceed customer expectations.
- **Compassion** – Conduct oneself as a steward-of PSI, supporting its growth & ability to help those in need.
- **Accountability** – Take responsibility for one’s actions and decisions.

Position-specific Competencies

- **Pace and Variety of Activities** -- Sense of urgency for goal achievement. Varied activities with multiple, simultaneous projects in a fast-paced environment.
- **Focus** -- Results focus with idea generation, innovative and creative problem solving. Rapport and relationship building focused on achieving results. Must engage commitment of others.
- **Decision-Making** -- Problem solving orientation. Action-oriented and collaborative decision-making. Quick decision making in response to changing conditions
- **Delegation and Leadership Style** -- Authoritative leadership based on expertise and knowledge of systems. Directive leadership to assure business results are achieved. Delegation of details as necessary, with follow up on timeliness and quality. Accountability for results.
- **Integrity** – Acts in an honest, trustworthy, high integrity manner; makes and keeps commitments.
- **Goal Oriented** – Drives to meet goals in a motivated and self-directed way; works hard with limited supervision. Acts in an eager way to learn and accept challenges. Performs assigned tasks and completes work on schedule.
- **Detail Oriented** – Desire to support team members in a way that is detail oriented and accurate. Displays time management during completion of tasks and responsibilities.
- **Communication** – Displays strong interpersonal skills during communication and collaboration with others. Confidently delivers high-quality and polished customer presentations.
- **Technical-Ability** – Technically competent and capable of understanding complex engineering concepts with an ability to communicate these concepts in simple terms.

WORKING CONDITIONS

- Office functions will primarily be performed at PSI’s main business office in Indianapolis, IN or Lombard, IL.
- Additional hours are required in the evenings or weekends depending on proposal deadlines or other events.

*Performance Services, Inc. is an EEO employer that values integrity and workplace diversity.
All qualified applicants are encouraged to apply.*



- Occasional travel as necessary.

MINIMUM QUALIFICATIONS

Education/Experience

- 4 year degree or equivalent practical experience, technical/engineering degree from an accredited college or university is preferred.
- 3-5 years minimum experience in the solar PV industry, preferably with a focus on sales and marketing.
- 3-5 years of sales/customer advocacy experience that reflects day to day, week to week, customer interaction.
- Experience and knowledge on the design and construction process of distributed generation, commercial solar PV, and utility-scale solar PV projects.
- Experience and knowledge on Power Purchase Agreements and a proven track record of success in winning large-scale competitive solar PV projects.
- Experience and knowledge of solar modeling tools and Microsoft Excel.
- Experience in a supervisory role in a team environment.
- Experience reading and understanding technical specifications and construction documents.
- Experience with professional oral and written communication skills.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

This job description in no way states or implies that these are the only activities to be performed by the individual occupying this position. While this job description is intended to be an accurate reflection of the job requirements, management reserves the right to modify, add or remove duties and assign other duties as necessary.