Draft

Energy Trust Executive Director desired traits and capabilities

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Energy Trust of Oregon is beginning the recruitment process for a new Executive Director. Earlier this year the current Executive Director, Margie Harris, informed the Board that she plans to retire in late 2016. The Energy Trust Board has created an Executive Director Transition Committee to facilitate the recruitment, hiring and transition process. This Committee has had a number of meetings and has also participated in discussions with the full Energy Trust Board regarding the desired traits and capabilities of a new Executive Director. Based on these discussions, below is a summary of the Committee's initial thoughts on the desired traits and capabilities. The Board and the Committee are seeking input on these initial thoughts from the wide range of Energy Trust stakeholders.

1. Strategic thinking, planning and execution

The Executive Director will have the vision to lead and set the overall course for the organization, and will ensure Energy Trust is guided by a long term strategic plan. This individual works with the Board, stakeholders and staff to oversee the organization's development and implementation of five-year strategic plans. The Executive Director will be comfortable exploring new opportunities and challenges. The ability to recognize and lead the organization through change is a critical capability.

2. Executive Level Management

The Executive Director will have experience working with a board and directing a large professional staff in managing an entity of similar size and complexity. This includes a demonstrated understanding of the potential legal, financial, stewardship and human resources obligations confronting a large nonprofit entity, and of the regulatory and political environment in which it operates. The Executive Director will lead efforts to identify goals and to work within established budgets to attain those goals. This individual will exercise sound judgment and decision making processes that establish priorities, appropriately allocate resources, account for risk, and adapt to changing circumstances.

The Executive Director will be accustomed to hiring, mentoring, building, inspiring and facilitating a collaborative, team-oriented, diverse and goal-oriented work force. The Executive Director will genuinely care for people and have an appreciation of their skills, interests, competencies, and professional development.

3. Effective Communications

The Executive Director will have the ability to take large amounts of complex information and comfortably synthesize it into non-technical, understandable and appropriate messages for a variety of audiences and situations. Both written and verbal communications skills are critical competencies for this position. As a key spokesperson of the organization, the ability to be an effective communicator in high risk situations is essential.

The Executive Director will draw on superior communication and relationship development skills to build partnerships and credibility with a wide range of stakeholders in order to achieve objectives. The Executive Director should be a skillful negotiator and should have conflict resolution experience.

4. Belief in Mission

The Executive Director will bring a positive and inspiring attitude to this position. That attitude reflects a personal belief that what Energy Trust does is powerful and important. This conviction will enable the Executive Director to naturally lead others to accomplish aggressive goals, recognize new opportunities and embrace change.

5 Sustaining Energy Trust's Culture

Energy Trust has benefited from a culture that embraces collaboration, openness, transparency, integrity, accountability and results. This culture also strongly recognizes the important stewardship role it plays in marshalling and deploying ratepayer funds. The Executive Director will be a strong proponent of these and other positive cultural attributes.

6. In-depth industry and subject matter knowledge

The Executive Director will have in-depth experience in the field of energy efficiency and renewable resources with relevant knowledge of technologies, utilities, customer needs, energy planning and related energy efficiency organizations in the Northwest. This individual will understand the future challenges confronting Energy Trust's affiliated utilities and how those might affect Energy Trust's mission and its unique approach to acquiring energy efficiency. In addition, the Executive Director will apply an understanding of the interests of stakeholders and how decisions are made in Northwest regulatory and policy environments. Experience working with a wide variety of stakeholders and contractors related to the electric power and natural gas industries is useful.

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