

Hawaii Green Infrastructure Authority Managing Director

About the Organization

The Hawaii Green Infrastructure Authority (“HGIA”), an instrumentality of the state of Hawaii and an Agency attached to the Department of Business, Economic Development and Tourism, was constituted in November 2014 under Act 211 (SLH 2013), which provided a framework to establish a state administered clean energy financing authority.

HGIA’s objective is to make clean energy investments accessible and affordable to Hawaii’s underserved ratepayers; stimulate private investments; and leverage innovative tools to mitigate risks and reach new markets.

HGIA will also be administering the HI CAP Collateral Support and Loan Participation Programs under the U.S. Treasury’s State Small Business Credit Initiative, providing credit enhancements, participating with or providing subordinated debt to participating financial institutions, to increase access to capital for Hawaii’s small businesses.

For more information about HGIA, please visit us at www.gems.hawaii.gov

About the Opportunity

HGIA is seeking a Managing Director, with responsibilities and duties similar to a Chief Operating Officer. The Managing Director reports to and works in collaboration with the Executive Director. The Managing Director assumes the responsibilities of the Executive Director in his/her absence.

The incumbent of this position will be responsible for overseeing the overall, day to day business operations of the Authority, managing and mentoring staff, ensuring loans are processed timely and policies and procedures adhered to. The incumbent must have previous experience and be proficient in all aspects of overseeing operations of an organization, including program planning, development and implementation of clean energy (and other) financing programs; end to end underwriting, processing, documenting, funding and servicing of commercial and residential loans, and must possess strong interpersonal skills with a proven track record for business development. The incumbent must also be a self-driven, self-starter with an attention to detail, problem-solving mindset, excellent business acumen and outstanding work ethics.

Assignments may range from moderate complexity, such as the routine review of program documents, underwriting and operations to ensure that program objectives are being met, to the highly complex assignments, such as development of new policies or standards that impact the program and its operations, including the development of comprehensive reports of findings and conclusions. Implementing these programs will require working with affected stakeholders in the public and private sectors, including government agencies, financial institutions, and private sector businesses.

Responsibilities include:

Program Administration and Compliance

The Managing Director is an expert in the clean energy financing field with managerial and decision making responsibility on issues of significance and consequence (issues of significance and consequence are: 1. Issues involving personnel (hire, terminate, progressive discipline, etc.); 2. Issues pertaining to the formulation, interpretation, or administration of policy and/or legislation affecting the program; 3. Issues involving exceptions or deviations from policy or past practice; 4. input into issues involving the allocation of financial resources.

Portfolio Achievement, Quality and Oversight

The timely deployment of loan funds are essential to meeting the goals and objectives of the Program(s). Regular and ongoing business development, outreach and marketing are essential to ensure HGIA Programs are kept top of mind to relevant Program partners (e.g., Approved Contractors, sector companies, government agencies, low and moderate-income communities, nonprofit organizations, general public, etc.) to generate interest, applications and an ongoing Program pipeline. Timely follow-up, underwriting, approval and funding of loans are critical to provide an exceptional service experience for continued Program referrals.

Fiscal Responsibilities

Plan, organize, direct and coordinate's HGIA's fiscal responsibilities, which may include but is not limited to assisting the 3rd party Accounting Firm(s) to prepare financial statements and/or Audits; preparation of required fiscal reports (e.g., budget reports and updates, Journal Vouchers, etc.); preparation, tracking and reconciliation of monthly commercial loan statements, funding, payments and balances; tracking and preparation of required reporting metrics for the Public Utilities Commission, other government agencies and funding sources; and required oversight, regulatory reporting, and transaction processing of the Green Energy Market Securitization Bond.

Program Planning and Development Activities

HGIA periodically requires development of new or revised programs and plans, policies and standards, etc., to meet changing clean energy technology, market, and consumer needs. Assignments involve solving issues and problems in Hawaii's clean energy sector and developing new concepts or methodologies that impact access to and adoption of clean energy technologies. New programs and products may also on behalf of other departments and agencies.

This is a unique opportunity to play a key role in a growing, mission-oriented organization, and as such, successful candidates will be expected to apply a "hands on" approach.

Qualifications

Education & Experience:

The ideal Managing Director will have graduated from a four-year accredited college or university with a bachelor's degree and an emphasis in finance, accounting, business or other a clean energy related field as well as a minimum of ten (10) years in business and commercial lending. Subject to the review and approval by the Executive Director, experience may be used as a substitute for the education requirement.

Skills:

HGIA seeks candidates that exhibit both mission alignment and professional competency in the following areas:

- Demonstrated understanding of how the different levels of capital stack (Senior Debt, Subordinated Debt, Equity, Tax Equity) impact both projects/companies and investors;
- Proficient in business and commercial lending, preferably clean energy and energy efficiency project finance;
- Progressively responsible professional work experience which require a high degree of analytical and problem-solving skills;
- Ability to evaluate emerging clean energy markets and financing mechanisms;
- Proven negotiating and interpersonal skills involving the ability to work with management and a variety of other parties, at all levels, internally and externally;
- Proven writing skills and the ability to communicate effectively, tactfully, and courteously through oral and written communications;
- Proven communication skills and existing relationships with the financial and/or clean energy communities;
- Ability to work within a team of finance and investment professionals.
- Demonstrated experience in innovative product development and management preferred.

Above all, an ideal candidate will be a self-starter with a positive attitude and strong work ethic, eager to learn and grow in a collaborative, fast-paced team environment.

Job Details

- Reports to the Executive Director.
- Competitive compensation, commensurate with experience.
- State benefits, including generous paid time off policies, state holidays, health insurance and retirement benefits.
- This position is located on the island of Oahu.

Equal Opportunity

HGIA is an equal employment opportunity employer.

How to Apply

Direct inquiries and/or submit a current resume and cover letter to dbedt.gems@hawaii.gov