

ILLUME

Job Title: Consultant

Status: Exempt, 40 hours per week

Location: Madison, WI; Tucson, AZ; Remote

**Remote candidates will be considered and will be required to travel to hub offices occasionally.*

JOB SUMMARY

If you have two to four years of experience in research and consulting and an interest in joining a passionate and collaborative team working for a clean energy future, our Consultant position might be the role for you.

This is a mid-level role at ILLUME that is a steppingstone between our Analyst role and our Managing Consultant role. This position blends hands-on research (surveys, interviews, focus groups, and more) and independent management of smaller projects. The Consultant will provide exceptional client services to ILLUME's utility clients across a range of projects including energy efficiency and demand response program and pilot evaluations.

For this role, we are looking for candidates with experience in survey research.

THE CONSULTANT WILL:

Use their social science research and program evaluation skills to execute research projects to support clients in meeting their energy, decarbonization, and customer engagement goals. The Consultant has expertise in program evaluation, survey research, in-depth interviewing, or other market research methods and can independently apply those methods to answer clients' critical research questions. The Consultant role includes conducting secondary research, benchmarking studies, stakeholder interviews, and participant surveys. Successful candidates will have prior experience with **survey design and analysis**.

Demonstrate growing experience in project management and leadership. Under the direction of project leadership, lead end-to-end management of small, discrete projects or components of larger projects, including planning, budget management, reporting, and team and client guidance and communications.

Bring their curiosity and love of problem-solving to their work every day. Turn research and analysis into insight, analyzing why things happened and how our utility clients can learn from the research. Critically consider the data, what it says, and through that analysis, develop a cohesive story that informs and presents realistic paths forward. The Consultant will be integral to all parts of the research process from planning, recruiting participants, fielding data collection, reporting, and presenting results.

Be energized by working across multiple projects where every day brings something new. Our Consultants work across multiple projects; every day is different, and the ideal candidate will love the variety and fast-paced nature of research in a consulting environment. Our Consultants are hands-on researchers on some projects and play a project management role on other projects. The Consultant will be able to confidently juggle multiple project priorities and manage their own time to meet client needs.

Harness their growth mindset to expand their knowledge and expertise within energy efficiency and research methods. The ideal candidate will be excited to learn and support project teams with market research and evaluation that might be outside their typical experiences.

REQUIRED EDUCATION

Bachelor's degree or higher in relevant area of study, such as sociology, economics, environmental science, public policy, psychology, or related field.

REQUIRED QUALIFICATIONS

- At least 2 years of professional experience in social science research and program evaluation, with demonstrated experience in survey research. Additional experience in in-depth interviewing or focus group facilitation is desired.
- Demonstrated experience in project management, tracking timelines, and budgets.
- Superior verbal and written communication skills, demonstrating clarity and conciseness and ability to explain complex topics to a non-technical audience.
- Curiosity and an ability to learn quickly and on-the-job; a love of researching new things and solving problems.
- Demonstrated ability to prioritize effectively in the face of multiple and shifting priorities, with the ability to switch between complex analytical thinking and attending to routine tasks without compromising quality or losing one's focus.
- Fluency in Spanish is preferred.

COLLABORATION

Collaboration is the minimum standard at ILLUME. Team members build trust through respectful, regular, open, and honest communication and by working together across the company to ensure the success of every project. By working together, we create the momentum to accomplish our company objectives and together attain exceptional results.

SALARY AND BENEFITS

The salary for this position will depend on the education, professional experience, industry experience, and subject matter expertise of the applicant. The Consultant/Senior Consultant position salary band is \$60,000 to \$110,000.

ILLUME offers competitive benefits packages including:

- Medical, dental, and vision insurance options
- 401k plan & company match of 3%
- Generous and flexible time off (6+ weeks including holidays)
- Opportunities for professional development and growth
- Flexible work schedule

TO APPLY

Please submit a cover letter, resume, and writing or work samples to hire@illumeadvising.com.

In the subject line of your email, indicate the following:

Last name, First name_Consultant

In your cover letter, provide us with:

- A sense of who you are by being honest, creative, and “yourself.”
- Any experience with DEI in the workplace, and your own professional growth.
- Please include your desired location (Madison, WI, Tucson, AZ, San Diego, CA, or Washington D.C.), or indicate if you wish to work elsewhere and how you will ensure collaboration and availability to your colleagues in a remote environment.

Expect that we will carefully review all materials, including your cover letter. Incomplete applications will not be considered.

ILLUME will accept applications until the position is filled.

WORKING CONDITIONS

ILLUME employees work in a hybrid work environment and we continuously monitor public health guidelines to make any updates necessary to ensure the health and safety of all employees. This position requires sitting (or standing) for long periods of time at a computer; and communicating by telephone and email. The dress code at ILLUME is business casual (“pulled together”). This position requires some travel.

BACKGROUND SCREENING AND DRUG TESTING

Many clients of ILLUME Advising require individuals who will be working with confidential information, visiting client customer homes or businesses, or meet another contractually required circumstance to pass a background screen and/or drug test. In the event you are assigned to work on a contract with client ordered screening requirements you will be required to complete the client’s required screening before working on the project with appropriate notice. The results of background screening and drug testing are used solely to meet client criteria for working on specific projects.

COVID-19

As a federal contractor, ILLUME requires staff to have been vaccinated against COVID-19, or must be willing to receive a vaccine against COVID-19 within 45 days of hire where permitted by applicable law. This is a mandatory requirement except for employees with documented medical reasons and/or exceptions in accordance with the Civil Rights Act.

CULTURE AND COMMITMENT AT ILLUME

Our Vision: ILLUME is the premier consultancy for advancing, re-envisioning, and equitably transforming the energy industry. We align clean energy and social justice imperatives and give primacy to human dreams and aspirations so that all can thrive in a clean energy future.

Our Commitment to Team Values: At ILLUME, we value the diverse lived experiences of our team. We view diversity, equity, and inclusion (DEI) as an on-going commitment and investment in the growth of our employees, the growth of our company culture, and the growth of our industry. By centering environmental justice, climate change mitigation, and social justice in our work, we aim to transform the way the energy industry looks at its challenges. We believe that our collective well-being depends on how well we explore, elevate, and communicate the experiences of all people who use the electric grid. We quantify the impacts of our public investments to reduce energy demand and mitigate climate change.

ILLUME considers our investment in our team as a long-term and mutual investment. At ILLUME, we're committed to building a valued business while ensuring rewarding careers for our employees. ILLUME does not discriminate in its employment practices regarding age, ancestry, arrest record, color, conviction record, creed, cultural background, disability, ethnicity, gender, gender identity or expression, marital status, military obligations, national origin, race, religion, sex, or sexual orientation.