



Title

Director of Corporate Relations

About the Wyoming Energy Authority

The Wyoming Energy Authority (WEA) is a state instrumentality formed by the Wyoming Legislature in 2020. WEA serves as a unifying organization for Wyoming's energy industries and is the home of the State Energy Office. WEA advances Wyoming's energy strategy by driving data, technology, and infrastructure investments.

Job Summary

This is a leadership role within the Wyoming Energy Authority. The Director of Corporate Relations (DCR) will report directly to the Executive Director (ED) and assist the ED with all matters related to the execution of the WEA mission. The DCR will be responsible for leading all aspects of the corporate outreach and engagement, including prospect and project development to ensure projects are developed in Wyoming. Strategic relationship development will culminate in the formation of alliances, coalitions and public-private partnerships. A primary goal for the successful candidate in this role will be increasing capital deployed in the Wyoming energy sector.

The DCR will be responsible for the development, administration and communication of an external project portfolio including establishment and maintenance of portfolio management systems and processes. The DCR will be ready to utilize tools and methods typically associated with Business Development, Project Development or Commercial Operations.

The DCR will demonstrate a broad understanding of the energy industry, have experience in one or more sub-sectors of the energy industry, as well as experience leading business development, project development or commercial operations in a corporate setting. The DCR will be an active and visible participant across the entire Wyoming energy industry including public and private sectors.

Responsibilities

- Support the Executive Director in all matters related to the execution of the WEA mission.
- Contribute to the development, administration, and communication of the Wyoming energy strategy.
- Lead all aspects of the corporate outreach and engagement for the WEA.
- Develop and manage an external project portfolio, including communication and administration (maintenance of portfolio management systems and processes).
- Support private sector partners in all aspects of project development including prospect screening and scoping, evaluation, stakeholder engagement and coordination.
- Participate in outreach and promotional activities and be an active participant in the Wyoming energy industry, including face-to-face presentations, webinars, conference trade shows, tours, and other strategic outreach activities.
- Support other agencies in all aspects of their mission-related to the Wyoming energy sector.



Requirements

- Bachelor's Degree from an accredited university or equivalent relevant experience.
- 10+ years of work experience in business development, project development or commercial operations in a corporate setting.
- Experience in any of the following areas of practice would be beneficial: technology/product development, business development, commercial analysis and operations, policy and government affairs, regulatory affairs, strategic planning.
- Strong communication skills, including experience presenting to executive-level leadership.
- Creative problem-solving skills, self-motivated, reliable and organized.
- Strong administration, coordination and analytic skills.
- Strong interpersonal skills with the ability to build positive working relationships with stakeholder groups, businesses, communities, and communicate effectively with a variety of people.

Additional Information

- Report to: Executive Director.
- Physical Requirements: may occasionally need to transport office materials, up to 20 lbs.
- Travel: Around the state of Wyoming, occasionally to out-of-state conferences, up to 20% of the time.
- Benefits: State of Wyoming health insurance plan, 403(b) retirement plan, pension plan, and paid vacations are provided.

Closing: Applications will be reviewed on a rolling basis. Send resume and cover letter including salary expectations to glen.murrell@wyo.gov

The state of Wyoming, and therefore the Wyoming Energy Authority, is an Equal Employment/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status or any other characteristic protected by law.