

Energy and Sustainability Program Manager

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Published Date: Mar 20, 2025

Location: US

Company: Los Angeles Unified School District

SALARY DETAILS

\$139,474 - \$172,728 Annually

APPLICATION FILING DATES

Apply Now! The application period will close at **11:59 PM on Tuesday, April 15, 2025.**

Open: 03/20/2025

Close: 04/15/2025

INFORMATION ABOUT LAUSD

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life.

LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

LAUSD Employees: Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network (VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213) 241-5200 or via their page (<https://www.lausd.org/helpdesk>)

THE DEPARTMENT

LAUSD's Eco-Sustainability Office is committed to developing and implementing programs that support the District's sustainability mission by raising awareness of environmental

stewardship and providing healthy, sustainable learning environments for all District students.

LAUSD aims to be the most sustainable and environmentally-friendly large urban school district in the country. In 2007, the Board of Education passed a resolution titled [Green LAUSD](#), which directed the superintendent to establish a "green" accountability system outlining measurable outcomes for sustainability. In response, the Sustainability Initiatives Unit (SIU) was developed in 2008 as a part of the Facilities Services Division. Based upon the Green LAUSD Board Resolution, six sustainability focus areas were developed to direct the work of the SIU. In 2023, LAUSD created a new office, the Eco-Sustainability Office (ESO) to replace the SIU in order to coordinate and manage all sustainability related projects District-wide. The ESO is led by a Chief Eco-Sustainability Officer (CESO) who reports directly to the Superintendent's Office.

For more information about the Eco-Sustainability Office, please visit: <https://www.lausd.org/eso>

THE POSITION

The Energy and Sustainability Program Manager develops, supervises, and executes District-wide energy and sustainability programs.

General direction is received from the Director of Maintenance and Operations or designee. General supervision is exercised over lower-level technical, administrative, and clerical personnel.

NOTE: This position is 100% in-person. Qualified candidates will report to physical worksites.

THE IDEAL CANDIDATE

The ideal candidate will possess:

- A strong educational background in environmental studies, engineering, energy management, architecture, business administration, or a related field, with an advanced degree preferred.
- Extensive experience in managing large-scale energy and sustainability programs, including policy development, operational improvements, and long-term strategic planning.
- In-depth knowledge of sustainability regulations and standards, including LEED certification, CEQA requirements, utility rate structures, and conservation policies.

- Proficiency in budget management and grant administration, with experience in securing and overseeing funding for sustainability initiatives.
- Ability to analyze energy usage and environmental impact data to identify conservation opportunities, optimize resource allocation, and implement cost-saving measures.
- Strong project management skills, including overseeing energy retrofit projects, ensuring compliance with government regulations, and collaborating with contractors and consultants.
- Excellent communication and stakeholder engagement abilities, with experience representing an organization in regulatory negotiations, public forums, and interdepartmental initiatives.
- Experience with life cycle assessments and life cycle cost analysis.
- Ability to communicate effectively in both verbal and written form.

JOB DUTIES/RESPONSIBILITIES

- Manages the development and execution of energy and sustainability strategies to address construction and District-wide operational issues.
- Oversees the management and analysis of the District's energy usage patterns, utility rate schedules, and the cost impact of inflation and rate increases.
- Develops, prepares and administers the District's utility budget.
- Manages sustainability program operations to ensure compliance with policies, standards, laws, and environmental or governmental regulations.
- Oversees the analysis and negotiations of regulatory affairs and rate benefits with utility companies.
- Develops, approves, and implements procedures and methodologies to enhance or evaluate the viability or success of sustainability programs.
- Represents the District regarding energy and sustainability matters.
- Develops and executes communications aimed at raising internal and external awareness of and support for District energy and sustainability programs and activities.

For a complete class description, please visit <https://careers.lausd.org/pc>, go to >Classified Career Opportunities> under >Working at LAUSD> and select >Job Descriptions-Classified Jobs. Search for the position under its official title.

Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities.

MINIMUM REQUIREMENTS

EDUCATION:

Graduation from a recognized college or university with a bachelor's degree in environmental studies, urban planning, construction management, architecture, engineering, energy management, business administration, public administration, or a closely related field. Advanced degree in environmental science, environmental engineering, or related field is preferable.

EXPERIENCE:

Five (5) years of experience administering major programs or projects in water or energy conservation, sustainability, or energy management, preferably within a school district or other public agency. Two (2) years of the required experience must have been at the supervisory level.

The following work experience and accreditation are preferable:

- Experience managing projects or programs regulated by state or federal environmental/ sustainability issues
- Experience with the Collaborative for High Performance Schools (CHPS)
- LEED Professional Accreditation by the Green Building Certification Institute (GBCI)
- Professional designation as a Certified Energy Manager (CEM) is preferred.

Special: A valid California drive license and the availability of private transportation or the ability to utilize an alternative method of transportation.

***IMPORTANT NOTE:** In order to qualify, you need to meet the educational requirements. As such, **you MUST upload a copy of your degree or your official transcripts (i.e., scan or take a picture of your degree) to your candidate profile, under "attachments."**

We screen applications based on the minimum requirements and need to verify the educational requirement is met.

Candidates who have completed college or university course work at an institution in a country other than the United States, must obtain a complete evaluation of foreign transcripts and degrees. Please be sure to request a "Detailed" evaluation report. The original of this degree evaluation must be presented. For more information on Foreign Transcript Evaluation please visit <https://achieve.lausd.net/Page/7876>

BENEFITS

Insurance: District paid premiums for your choice of several medical, dental, and vision for you and your dependents; and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: 24 days each year.

Paid Holidays: Up to 13 days

APPLICATION PROCESS

After application materials (questionnaire(s), application, resume, and cover letter) are reviewed and determined to meet the minimum qualifications, qualified candidates will move on to the next phases of our selection process.

The tentative selection process may consist of one or more of the following: Training and Experience Evaluation (T&E), a Technical Project, and/or a Technical Interview.

This is a competitive process and we anticipate a number of well qualified candidates for this recruitment. Please make sure that you describe in DETAIL your experience, education, and training that most closely relates to this position in your application. You may include a professional resume, but it will **NOT** be in lieu of a detailed application and the required questionnaire. It is imperative that your application reflects your true and accurate background. Furthermore, if you have assisted in an interim or other temporary assignment or worked out-of-class for a significant and specified duration of time, include the contact information of your immediate supervisor during that assignment and be prepared to present verification from the official (local district superintendent, department administrator, or supervisor) validating your claim.

Please be sure to include correspondence from @lausd.net AND @successfactors.com as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder. All notifications regarding this recruitment will be sent via email.

PLEASE NOTE: Qualified Candidates will be required to present an unexpired government identification at the time of the test. If you are unable to attend the scheduled test date, rescheduling is NOT guaranteed. We encourage you to visit our website periodically to

check for the next recruitment and we encourage you to apply to any positions for which you believe you meet the minimum qualifications. For more information about the LAUSD employment assessment process, visit the 'My LAUSD Career' section of our website at <https://careers.lausd.org/pc>.

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION? Email us at helpmeapply@lausd.net. To find out whether the application deadline has been extended, visit the website at: <http://www.lausdjobs.org>. The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

If you have any questions regarding this recruitment, please contact Jessica Carrera at jessica.carrera@lausd.net.

ADDITIONAL POSTING INFORMATION

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility)

list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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