



**Program Manager**

**National Offshore Wind Research and Development Consortium (NOWRDC)**

**Anticipated Start Date: October 2025**

**Location: Remote (US)**

The National Offshore Wind Research and Development Consortium ("NOWRDC") is a nationally-focused, not-for-profit, independent organization that promotes research and development activities that reduce cost and risk of offshore wind development projects throughout the United States while supporting U.S.-based manufacturing and the offshore wind supply chain. Established in 2018, funding for NOWRDC has come from the U.S. Department of Energy and the New York State Energy Research and Development Authority (NYSERDA), as well as the Commonwealths of Virginia and Massachusetts and the States of Maryland, Maine, New Jersey, California, and other partnerships that bring total investment to over \$60 million.

The Program Manager will play a key role in advancing the organization's mission by overseeing a portfolio of grants and supporting strategic organizational initiatives. This position requires a balance of program management, strategic thinking, and relationship-building skills to ensure effective implementation and long-term sustainability. This position will report to NOWRDC's Executive Director and Deputy Executive Director.

**Key Responsibilities:**

The Program Manager will advance offshore wind research and innovation by:

- Leading competitive solicitations and proposal review processes.
- Managing a portfolio of grants from award negotiation through completion, including compliance, reporting, and impact evaluation.
- Developing and overseeing work scopes, budgets, and milestones for R&D projects.
- Monitoring project progress to ensure effective execution, budget accountability, and strong outcomes.
- Serving as the primary point of contact for assigned grantees, partners, and stakeholders, fostering strong and collaborative relationships.
- Implementing systems to measure and communicate program results, using insights to improve program design and demonstrate impact to funders and stakeholders.
- Facilitating communication with NOWRDC Advisory Groups to ensure a robust exchange of ideas and information.
- Developing and executing organizational strategies that advance long-term goals.
- Maintaining strong engagement with offshore wind stakeholders, including industry, academia, national laboratories, government agencies, and NGOs.
- Coordinating programming for monthly R&D Committee meetings and supporting quarterly Board of Directors meetings and other convenings.
- Representing NOWRDC at external meetings, conferences, and events (occasional travel of ~10% required).

**Required qualifications:**

- Problem-solving ability; an entrepreneurial edge, resourcefulness, adaptability, and ability to work independently.
- Demonstrated experience in working with and synthesizing a broad range of technical, economic, and policy-based information to different audiences.
- Personal organization and project management skills, with the ability to plan effectively, meet multiple deadlines simultaneously, and coordinate others' involvement within a dynamic and fast-paced setting.
- Excellent presentation, public speaking, and group facilitation skills.
- Flexible in assuming other duties as needed.

**Preferred Skills, Knowledge and Abilities:**

- Direct experience with offshore wind and familiarity with the industry ecosystem.
- A Bachelor's degree in engineering, environmental or marine sciences, economics, or related field. A relevant advanced degree is preferred.
- Demonstrated experience applying for and managing grants.
- History of stakeholder engagement and/or member relations.
- Experience in programmatic fundraising.
- Strategic thinking skills with the ability to align day-to-day activities with long-term goals.
- Proficiency in Google Suite, Microsoft Office, Zoom, Fluxx, and Canva.

**Benefits and Compensation:**

\$95,000-\$120,000 annually, commensurate with experience. Initial appointment will be for 1 year, with the potential for extension if budget allows. This is a full time, remote position. Benefits include health, retirement (including employer match), and paid time off. NOWRDC offers a flexible workspace and priorities work-life balance.

While this position is advertised at the Program Manager level, more senior-level opportunities may be considered for exceptionally qualified candidates.

**To apply:**

Please submit a brief cover letter and resume to [careers@nationaloffshorewind.org](mailto:careers@nationaloffshorewind.org). Applications will be reviewed on a continual basis as received with preference given to candidates who apply by September 23, 2025.

*We are committed to building a diverse and inclusive organization and are most interested in finding the best candidate for the role. That person may come from a background less traditional to our field, and we welcome that. If you are excited about this opportunity, we strongly encourage you to apply—even if you do not meet every listed qualification. NOWRDC is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*