

The Company

Cypress Creek Renewables is powering a sustainable future, one project at a time. We develop, finance, own and operate utility-scale and distributed solar and storage projects across the country. Fostering a diverse group of innovative thinkers from all backgrounds, Cypress people are drawn to work in a purpose-driven organization. We hope you will join us.

The Role

Cypress Creek Renewables is seeking a motivated candidate for a Development Coordinator position to support solar and storage project development in the PJM (Mid-Atlantic) region. This position will report to the Senior Project Developer and closely support the broader PJM development team. At Cypress Creek, the Development Coordinator Role provides a great entry-point to the clean energy industry by gaining hands-on development experience. Projects may be located across multiple states and will generally have between a 3-4 year development cycle. An effective candidate will demonstrate comprehensive attention to detail, superior organization, a desire to solve complex problems, enthusiastic initiative, and an excellent ability to work collaboratively across multiple teams.

Essential functions of the position include, but are not limited to:

- Coordinating with internal project developers and subject matter experts for the successful and timely execution of key development deliverables. Performing site diligence by reviewing environmental, utility, and other land features using online mapping tool and other resources.
- Handling landowner relationships, including sending notices and payments. Supporting project permitting by preparing and submitting zoning applications and handling external consultants. Navigate through the interconnection process while working with the applicable utility through necessary technical studies.
- Entering and maintaining key project data within CCR's ERP platform. Key project data management includes:
 - Onboarding new projects into data systems
 - Maintaining projections of upcoming payments, project budgets, and cash forecasts

- Tracking interface with external stakeholders including landowners, consultants, utilities, permitting authorities, and other third-parties.

Requirements:

- A bachelor's degree and 0-4 years' working experience
- Bachelor's degree focused on energy, environmental, business or engineering industries is a plus
- Working or Internship experience in energy, environmental, or engineering industries is a plus
- Strong Microsoft Office, specifically Microsoft excel, skills required
- Strong work ethic and ability to self-start in a fast-paced environment
- Results driven and solutions oriented
- Confidence to take initiative to figure it out, but also to ask questions when there are roadblocks
- Strong organization, communication skills and attention to detail
- Ability to work with little supervision and to seek help when needed
- Demonstrated team-first mentality and willingness to do whatever it takes

Benefits:

- 15 days of Paid Time Off, accrual up to 20 days, 9 observed holidays.
- 10% 401(k) Match
- Comprehensive package including medical, dental, vision and health insurance
- Tuition Reimbursement
- Phone Bill Reimbursement
- Fully expensed company travel, mileage reimbursement
- Gym stipends
- Annual Holiday Parties and Company Swag

** Preference is to have this person located in Asheville, but consideration may be given to candidates who are close to Asheville and willing to visit the office weekly.