Minnesota Solar Energy Industries Association

We Move Minnesota Solar + Storage Forward

Executive Director

Minnesota Solar Energy Industries Association (MnSEIA)

Lead Minnesota's solar and energy storage trade association, partner with its Board and members to guide a talented team and strengthen the organization's impact and financial sustainability.

Position Description

Position

Executive Director

Reports to

Board of Directors

About MnSEIA

The Minnesota Solar Energy Industries Association (MnSEIA) is a 501(c)(6) nonprofit organization that powers Minnesota's solar and energy storage industries through education, advocacy, and industry leadership. MnSEIA convenes stakeholders, advances healthy and competitive markets, shapes equitable clean energy policy, and expands access to clean energy opportunities that benefit all Minnesotans. Through the collective strength of its more than 150 member companies and organizations, MnSEIA works at the legislature, in regulatory proceedings, and across the industry to build a stronger clean energy economy and move Minnesota's solar and storage industries forward.

Job Duties

The Executive Director serves as the chief executive officer of the Minnesota Solar Energy Industries Association (MnSEIA), providing industry-informed leadership to advance Minnesota's solar and energy storage industry and the interests of its members. The Executive Director leads the association's strategy, advocacy, financial stewardship, operations, and organizational growth. Working in partnership with the Board of Directors, the Executive Director builds strong industry relationships, advances member priorities, and ensures the long-term success of the association.

Responsibilities include, but are not limited to:

Executive Leadership & Governance

- Provide overall executive leadership, establish organizational priorities with the Board, and execute strategic and annual operating plans.
- Work closely with the Board President, Executive Committee, and committees to support informed governance, clear accountability, and effective decision-making.
- Lead, develop, and support staff; foster a collaborative, accountable organizational culture.
- Ensure compliance with applicable law, organizational policies, bylaws, and the MnSEIA Code of Conduct.

Advocacy, Policy & External Affairs

- Provide executive leadership and strategic direction for MnSEIA's legislative, regulatory, and industry advocacy in collaboration with policy staff, legal counsel, the Board, and member companies.
- Represent MnSEIA with policymakers, regulators, utilities, industry partners, coalition organizations, the media, and the public.
- Build consensus across member perspectives and help establish clear, credible industry positions on issues affecting solar and energy storage development.

Financial Management & Administration

- Develop and manage the annual budget; provide financial reporting, forecasting, and analysis to the Board.
- Oversee financial controls, accounting, contracts, compliance, and outside professional services to protect organizational assets.
- Strengthen and diversify revenue through membership, sponsorships, programs and events, fundraising initiatives, and strategic partnerships.

Membership Growth & Industry Leadership

- Lead member recruitment, retention, and engagement, with a consistent focus on delivering measurable value.
- Develop relationships with solar and storage businesses, sponsors, and industry leaders to better understand emerging needs and opportunities.
- Oversee conferences, education, networking, and member programs that advance collaboration and strengthen MnSEIA's reach.

Organizational Operations

- Oversee day-to-day organizational operations, staff management, human resources, contracts, technology, risk management, and administrative systems.
- Maintain effective relationships with outside accounting, legal, insurance, payroll, and other service providers.
- Monitor organizational performance against measurable goals and report progress regularly to the Board.

Preferred Qualifications

The ideal candidate will demonstrate strong executive leadership and many of the following qualifications.

- Direct experience in the solar, energy storage, or broader renewable-energy sector, with an understanding of industry business models, market dynamics, member concerns, and legislative and regulatory issues.
- Proven leadership of an organization, business unit, association, or major initiative, including strategic planning, staff development, execution, and accountability.
- Demonstrated financial management and revenue-development experience, including budgeting, membership or customer growth, sponsorships, partnerships, and financial sustainability.
- Experience with membership-based organizations, nonprofit or trade association governance, and collaboration with a Board of Directors.
- Knowledge of Minnesota's legislative, regulatory, and public-policy environment; ability to work effectively with government, industry partners, and diverse stakeholders.
- Strong communication, public representation, relationship-building, negotiation, and consensus-building skills.
- Sound judgment, integrity, political acumen, and a collaborative leadership approach.
- A bachelor's degree in a relevant field is preferred; an advanced degree is valued. Substantial relevant professional experience may be considered in place of formal education.

Candidates from energy-related associations, energy policy, or other closely related fields are encouraged to apply where they can demonstrate sector knowledge, executive capabilities, and the ability to build credibility with MnSEIA members.

Performance Expectations

The Executive Director is accountable to the MnSEIA Board of Directors for achieving the organization's strategic, financial, operational, and advocacy objectives. Performance will be evaluated based on measurable organizational outcomes, financial stewardship, membership growth and engagement, staff leadership, implementation of Board priorities, and advancement of MnSEIA's mission. The Executive Director is expected to carry out all

responsibilities with the highest standards of integrity, professionalism, legal compliance, and fiduciary responsibility.

Salary & Benefits

Salary

The salary range for this position is $120,000–$150,000. Final compensation will be commensurate with the candidate's experience, qualifications, and demonstrated expertise.

Benefits

Benefits may include employer-paid health, dental and vision insurance, disability, generous vacation, paid holidays, and retirement plan contributions. Flexible work hours.

To Apply

Email your resume, cover letter to info@mnseia.org with "Executive Director" in the subject line.

Timeline

The hiring timeline is flexible, with an anticipated start date in Fall/Winter 2026.

Commitment to Diversity, Equity, & Inclusion

At MnSEIA, we deeply value diversity and recognize that a successful transition to a clean energy economy must be equitable and inclusive. We are actively committed to building and sustaining an organization and industry that truly reflect the rich diversity of Minnesota. We believe that incorporating a wide range of backgrounds, perspectives, and lived experiences makes our organization stronger, more innovative, and our advocacy more effective. MnSEIA is an equal opportunity employer, and we strongly encourage individuals from all backgrounds and communities to apply.

Find out more about MnSEIA at *www.mnseia.org*