

American Institute of Chemical Engineers Program Manager Job Description Rapid Advancement in Process Intensification Deployment (RAPID)

RAPID MANUFACTURING INSTITUTE

On December 9, 2016, the Department of Energy announced the establishment of the 10th Manufacturing USA Institute, representing a critical step in the federal government's effort to double U.S. energy productivity by 2030. Leveraging up to \$70 million in federal funding and over \$100 million in cost-share commitments from member organizations, the Rapid Advancement in Process Intensification Deployment (RAPID) Institute will focus on developing breakthrough technologies to boost energy productivity and energy efficiency by 20 percent in five years through manufacturing processes in industries such as oil and gas, pulp and paper and various domestic chemical manufacturers. Traditional chemical manufacturing relies on large-scale, energy-intensive processing. The new Institute will leverage approaches to modular chemical process intensification — such as combining multiple, complex processes such as mixing, reaction, and separation into single steps — with the goal of improving energy productivity and efficiency, cutting operating costs, and reducing waste.

Position Summary

The Program Manager works with RAPID's Chief Technology Officer (CTO) to facilitate a wide range of technical activities within the RAPID Manufacturing Institute. The Program Manager is a key interface with both RAPID project teams as well as the DOE technical and contracting functions. Specific responsibilities include supporting project reviews, facilitating budget and work plan submissions, and communicating RAPID progress at public events/conferences. Must have strong project management.

Responsibilities

- Works with CTO to translate technology roadmapping output and Institute metrics into open calls for project proposals.
- Works with COO to execute and implement sub-award agreements and then ensures they are correctly implemented for selected projects
- Ensure project milestones and financials are properly reported to Institute Leadership and the DOE.
- Develops relationships with members who have committed to provide testbeds and facilities for RAPID projects. Understands facility requirements prior to work being done. Ensures ongoing access for RAPID projects and safe operation.
- Participates in membership recruitment and member service activities.
- Drive cross-fertilization and ensure strong communications across the Focus Areas and project teams.

Education/Qualifications

- BS in chemical engineering or related discipline required, with MS or PhD preferred.
- Industrial experience of 10 years or more in process development, process optimization, process intensification, process design and/or equipment design.
- Working knowledge of project economics.
- Experience successfully executing/managing multi-partner federally funded projects.
- Knowledge and experience with contracts, licensing agreements and intellectual property protection.
- Demonstrated expertise in process safety and environmental compliance.
- Track record for delivering results; strong project management
- Excellent interpersonal and communication skills (verbal and written).
- Experience in building and sustaining partner relationships.
- Advanced knowledge and proficiency of computer skill, including experience with MS Word, Excel, PowerPoint and Outlook.

Work Environment

This is a demanding position which requires a personal commitment to the missions of AIChE and the DOE's EERE office, and the ability to handle a diverse project load. The position may be fulfilled via telecommuting by a candidate with demonstrated ability to work across geographic boundaries with multi-location teams. The position is expected to require 20-40% travel.

Interested candidates may email their resume and cover letter to recruitment@aiche.org. Please note the title of the position in the subject line of the email.

The American Institute of Chemical Engineers is an Equal Opportunity Employer.