

ETHANOL PROJECT MANAGER

DESCRIPTION: Under limited immediate supervision from the Director, acts as the project review manager for the Ethanol Authority and Development Board; develops informational packages for persons or organizations interested in producing ethanol, assists groups that are developing ethanol plants with various governmental agencies; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Gathers and compiles background information from various sources including agency staff, technical publications, agency resource library and city, university and state library to present to potential ethanol producers to encourage them to construct ethanol plants in Nebraska.

Researches all technical and business literature pertaining to ethanol projects to determine if it should be included in the agency resource library.

Maintains the agency reference library to provide a data base from which information can be extracted for various ethanol projects.

Confers with agency staff members, agency advisory committee, prospective and producing ethanol producers to provide technical information on and to foster the development and implementation of ethanol plants in Nebraska.

Presents informational programs to financiers and potential product marketers to illustrate the advantages of involving themselves in an ethanol project.

Coordinates all informational requests of an ethanol project to ensure that the project leaders receive all the requested material.

Consults with ethanol plant developers during all phases of project development such as site selection and location, permit compliance, site development, financing and market development to ensure that all phases are coordinated and all problems with governmental agencies are solved.

Evaluates ethanol project strengths to develop ways to increase the project's financial attractiveness.

Evaluates the business climate in Nebraska for ethanol projects to determine ways that the ethanol business can be enhanced and expanded.

Reviews applications for legal compliance, technical and economic feasibility.

Assembles and directs project review teams consisting of legal, financial and technical experts to further analyze project feasibility.

Prepare project funding recommendations for board consideration.

Monitor applicants performance and compliance to program rules and regulations.

ETHANOL PROJECT MANAGER (continued)

FULL PERFORMANCE KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of: state government resources; the ethanol industry; ethanol development process; basic industrial development techniques; role of regulatory agencies.

Ability to: coordinate ethanol projects; analyze projects to determine their feasibility; manage an ethanol project from start to finish.

ENTRY KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: basic information processes and techniques; marketing project development and financing.

Ability to: communicate both orally and in writing with prospective ethanol project developers and financiers; organize data in an easily comprehensible format; to assimilate information from many sources and to develop this information into a cohesive package.

JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Any combination of training and/or coursework that will enable the incumbent to possess the required knowledge, abilities and skills. A general qualification guideline for positions in this class is post high school coursework or training in: accounting, finance, management, economics and marketing. General business experience with an emphasis on agri-processing and petroleum/refining industry.