



**Madison Environmental Group, Inc.**  
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## VP Job Announcement and Application

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### Announcement

Madison Environmental Group is seeking a candidate who will start as a Vice President and develop into a Chief Operating Officer and business partner for Sonya Newenhouse, President. The candidate for this position should be passionate and committed to improving the environment and community, a risk taker, a go-getter, optimistic, and eager to seize opportunities. The skills required in this position include sales and marketing, business development, financial management, staff/team management, knowledge of environmental issues, interdisciplinary problem-solving skills, and demonstrated leadership skills. Knowledge of the recycling, green building, or alternative transportation sectors is a plus. LEED (Leadership in Energy and Environmental Design) certification is a plus. A minimum of 5 years experience in management and/or consulting required; 10 years or more is a plus.

Madison Environmental Group is an interdisciplinary firm with three lines of business:

- Environmental consulting
- Research and development (such as [www.fullcirclefurniture.com](http://www.fullcirclefurniture.com) and Casa Kit Homes)
- Free community programs funded by sponsors, such as the EnAct sustainable living program ([www.enactwi.org](http://www.enactwi.org)) and the Car-Free Challenge ([www.carfreechallenge.com](http://www.carfreechallenge.com)).

Our green office space is a beautiful, open, and creative environment in a renovated building on the Capitol Square in downtown Madison, Wisconsin. In 2006, our dedicated and mission-driven staff team was awarded the Most Meaningful Place to Work in Madison by *Madison* magazine.

### Time Line

The start date is December 1. Applications are due October 1, by noon. The first round of interviews will be Oct 8, 9, and 12. The top three candidates will be asked to give a 20-30 minute presentation to the staff on their vision for growing Madison Environmental Group. We will accept applications past the October 1 date as we wish to consider as many qualified candidates as possible. We may extend the interview dates. Please check this document on our home page ([www.madisonenvironmental.com](http://www.madisonenvironmental.com)) for updates. We encourage interested parties to take our Car-Free Challenge pledge and attend the kick off event on September 22 and to participate in our Brown Bag Lunch on Oct 12.

### Application Guidelines

Please submit a cover letter, resume, and answers to the following questions in either the cover letter or as an attachment to the cover letter. The cover letter and answers to the following questions should not exceed three pages. Send your materials to [sonya@madisonenvironmental.com](mailto:sonya@madisonenvironmental.com) or by mail.

1. Why do you want to be a part of Madison Environmental Group?
2. What environmental issue concerns you, and what is one way you would address it?
3. What assets would you bring to Madison Environmental Group?
4. What was the most interesting or informative book you've read in the past two years?

### Contact Information

If you have questions, please call Sonya Newenhouse, President of Madison Environmental Group, at (608)280-0800 or on her cell phone at (608)220-8029 during evenings and weekends.