Job Description: U.S. Federal Initiative Director

JOB TITLE: U.S. Federal Initiative Director, Climate Imperative Project
LOCATION: San Francisco, CA (flexible)
FULL/PART TIME: Full-time

ABOUT US
Climate change is governed by inexorable, physical facts—about carbon sources, accumulation, impacts, and timing, and then, symmetrically, about solutions that work. These facts must inform strategy: they show that avoiding dangerous climate change is only possibly by strong policy to cut carbon, promptly, in the biggest countries.

To address these issues, Energy Innovation: Policy and Technology LLC (Energy Innovation) was established in 2012 as a clean energy and environmental policy firm to provide timely research and analysis on low-carbon energy policy options to policy makers, thought leaders, and members of the media. The Energy Innovation team has expertise in energy efficiency, renewable energy, sustainable urban development, technological innovation, and energy policy design. In addition to conducting policy research, Energy Innovation also works with clients to facilitate philanthropic investments into technology and advocacy that help reduce greenhouse gas emissions. Energy Innovation also staffs the Climate Imperative project.

Climate Imperative, a new flagship project of Energy Innovation, is driving to win the most important climate policy decisions. Each Climate Imperative policy initiative aims to save at least three billion tons of CO₂e cumulatively by 2050. For each initiative, we are building and strengthening a talented, proven team, and backing it up with whatever is needed to win: world-class technical advice, direct financial support, targeted communications, and/or public support. The decisions targeted represent the largest near-term carbon abatement opportunities around the world.

POSITION SUMMARY
The U.S. Federal Initiative Director will serve on the Climate Imperative leadership team and be responsible for U.S. Federal policy and grant-making efforts, working in concert with other members of the team. The Initiative Director will report to the Executive Director of Climate Imperative.

RESPONSIBILITIES
- The core job: Drive the U.S. Federal Initiative to success.
  - Help identify top policy opportunity in the United States at a federal level.
  - Ensure that you and our partners have a deep understanding of the decision-making venue and the intervention points.
  - Consult with relevant experts to build a clear and concise, and metric-driven campaign strategy to win.
  - Identify the key NGOs and partner organizations to re-grant who can run the strategy.
  - Develop packages of grants to implement the strategy.
  - Ensure that social justice and equity are reflected in the design, implementation, and impact of the initiative.
  - Track progress, repair problems, expand, contract or shut down as necessary.
Keep partners (NGOs, funders, re-granters, key officials, top experts) happy, connected to and supportive of the project.

- Report, without coloration, on progress and stalls.
- Lead the decision-making on the initiative.
- Chalk up wins!
- Serve as a sounding board and resource for other initiative directors.

- To do this well, you will also need to:
  - Understand the social, economic, institutional, and other forces that could drive or inhibit smart climate and energy policy.
  - Possess and continually enhance, a keen understanding of which policies, worldwide, can deliver the most carbon abatement. This will include partnering with other policy experts within Energy Innovation and a small analytics team to ensure substantiated data and trends drive the work.
  - Track progress, and submit quarterly reports on progress, obstacles, and strategies.
  - Present this information to the leadership of Energy Innovation.
  - Meet with funders to present the strategy, work, and results.

PROFILE OF SUCCESSFUL CANDIDATE

Energy Innovation seeks a skilled, creative and innovative climate change professional with well-honed strategic campaign skills to serve as its U.S. Federal Initiative Director. The successful candidate will have strong leadership skills, effective communications abilities, and a disposition toward finding and driving solutions in a complicated arena.

More specifically, we are seeking a professional with the following attributes:

- Undergraduate degree in one or more environmental policy-related fields, including public policy, environmental management, environmental science, international relations, sustainability, law, or sustainable finance. **Graduate degree strongly preferred.**
- 7+ years of work experience leading successful campaigns to achieve policy change.
- Keen sense of what it takes to make change in various venues, an interest in, and familiarity with U.S. politics.
- Deep interest, passion, and commitment to reducing climate change; understands what is at stake and will boldly tackle some of the most complex challenges facing humanity.
- Willingness and ability to travel post-COVID.
- **All of the following:**
  - Leads with integrity and cultural sensitivity.
  - Team player with a commitment to working in a diverse team.
  - Sets and achieves high-performance expectations which are motivating and results oriented.
  - Delivers timely and direct feedback that contributes to team members’ ongoing development.
  - Promptly resolves problems through timely consultation in an environment of mutual respect.
  - Seeks out and uses feedback as a developmental opportunity for self and others.
  - Ability to candidly work with and advise the Energy Innovation leadership.
Ability to develop and maintain collaborative relationships with industry and government officials.
Ability to attract and evaluate partners.
Ensures proper follow through while monitoring actions and results.
Master problem solver.
Eager to take on a wide variety of tasks and help with all aspects of a small company.
Demonstrated ability to prioritize and be flexible in a fast-paced, constantly evolving, and collaborative environment.
Collegial approach, excellent interpersonal skills, and a sense of humor.

EQUAL OPPORTUNITY
Energy Innovation is an equal opportunity employer. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, or medical condition.

SALARY AND BENEFITS
This position offers a competitive salary and excellent benefits.

APPLICATION PROCEDURE
All applications are held in strict confidence. The position is open until filled. Please submit an email with “U.S. Federal Initiative Director” in the subject line, a cover letter, and resume to jobs@energyinnovation.org. Please provide all information electronically; no phone calls.