



Title: Climate and Energy Policy Manager

Status: Full-time, Exempt

Reports to: Environmental Justice Director

Location: Portland, Oregon

Date posted: August 13, 2020

POSITION OVERVIEW

The Coalition of Communities of Color (CCC) seeks a Climate and Energy Policy Manager to support CCC's environmental justice program. The ideal candidate will perform in a fast-paced environment that consistently pursues new mission-driven opportunities as well as thrive in a dynamic, multicultural environment and be motivated by the CCC's mission, including its commitment to environmental and climate justice. They will understand how to be collaborative, inclusive, and accessible while leading in development of climate and energy policies that meet the diverse needs of Black, Indigenous, and people of color communities in Oregon.

ORGANIZATIONAL OVERVIEW

The mission of the CCC is to address the socioeconomic disparities, institutional racism, and inequity of services experienced by our families, children and communities; and to organize our communities for collective action resulting in social change to obtain self-determination, wellness, justice and prosperity. Formed in 2001, the CCC is an alliance of culturally-specific community based organizations with representation from six communities of color: African, African American, Asian, Latino, Middle Eastern, Native American, Pacific Islander, and Slavic. We advance our work for racial justice through research, advocacy, leadership development, advancing environmental justice, and coalition-building. For more information, please visit www.coalitioncommunitiescolor.org.

DESCRIPTION OF DUTIES

The Climate and Energy Policy Manager will lead CCC's efforts to develop, and advance climate and energy justice priorities and lead projects that will reduce greenhouse gas emissions and accelerate the transition to a clean energy future. They will build support for action through targeted research and policy analysis, education and partner outreach, convening key stakeholders, and building strategic partnerships with state and local agencies, environmental organizations, and industry groups. They will work closely with staff to identify strategies to advance climate and energy policies throughout the state.

RESPONSIBILITIES

- Shape the scope of CCC's energy/climate justice goals and priorities in collaboration with the Environmental Justice Director.
- Work to build capacity among CCC member organizations to engage in the



energy/climate sector by convening and coordinating members and providing support through training in collaboration with CCC's Leadership Development and Training program.

- Create educational materials to make energy and climate policy accessible to a wide range of audiences, building their capacity to engage in policymaking.
- Research and develop climate mitigation and clean energy policy initiatives and conduct analysis and monitor priority legislative, regulatory and administrative proposals.
- Synthesize current developments in state and national energy justice policy as appropriate, and provide timely updates to other environmental justice staff, CCC members, and partners.
- Represent and advocate for CCC on climate and energy priorities with governmental officials, nonprofit organizations, funders, and other audiences.
- Develop strategic partnerships to build support for local and statewide policy objectives.
- Convene and facilitate external meetings to deepen understanding of climate and energy issues and to advance equitable solutions.
- Engage in rulemaking processes at administrative agencies such as the Public Utilities Commission and those related to the Governor's Executive Order on Climate Change.
- Collaborate with other staff as needed to advance policy priorities.
- Prepare/assist with preparation of program materials including presentations, testimony, memos, and other communications.

REQUIRED QUALIFICATIONS

- Strong background in research and public policy.
- Familiarity with climate and energy issues or commitment to developing this expertise in a self-directed manner in collaboration with other staff.
- Understanding of, and experience working with diverse populations, specifically communities of color, and a commitment to racial justice.
- Proven ability to bring stakeholders together around shared visions and work strategically to achieve program objectives.
- Strong writing and public speaking skills, including presentations to a range of audiences.
- Self-motivated, particularly around research, partnership-building and outreach, and project management

DESIRED QUALIFICATIONS

- Bachelor's degree in political science, environmental policy, energy policy management or other relevant field and 1- 3 years related experience or equivalent combination.
- Experience working with government agencies, elected officials, and nonprofit partners
- Experience with legislative, planning, policy or initiatives at local/state level
- Familiarity with climate and energy issues in Oregon and nationally
- Experience working with coalitions

COMPENSATION



Starting salary is \$58,500. Paid time off is based on tenure with the organization and includes accruals of sick and vacation hours. We recognize 10 paid holidays per calendar year. We also provide medical, dental and vision insurance, a Flexible Spending Account, and life insurance. Employees may enroll in a 401k retirement plan after one year of employment. We provide an \$80/month transportation stipend. Work will be remote for the foreseeable future due to the COVID-19 pandemic. When safe to do so, the position will be based on-site at the CCC office in Portland, Oregon.

TO APPLY

Please send a cover letter and resume via email to HR@coalitioncommunitiescolor.org, with the header "Climate and Energy Policy Manager — [your name]." No phone calls, please. Applications will be accepted on a rolling basis, but applications received before **Friday, September 4** will receive highest priority and preference. Interviews will be scheduled for the week of September 14.

You will be contacted if you are to be interviewed for this position.