

## **Position: Climate and Energy Project Manager**

### **RE Sources**

RE Sources is a non-profit environmental education and advocacy organization based in beautiful Bellingham, Washington. RE Sources protects the communities, creatures and wild places of the central Salish Sea region through a combination of bold advocacy, public issue-focused education, hands-on environmental education for students, scientific fact and effective action.

RE Sources stands against racism, white supremacy, and injustice and the ingrained structures and institutions that enable and perpetuate them. Indigenous, Black and other communities of color, as well as low income families and children, are disproportionately harmed by environmental degradation and climate change. We envision a future where every person benefits from clean energy, less pollution and thriving outdoor places.

We face major environmental threats in the Pacific Northwest. As a grassroots environmental advocacy nonprofit, we believe that building a growing, dedicated and diverse movement of environmental champions is essential to successfully push decision-makers, business owners and fellow community members to take meaningful action that delivers results.

The Climate and Energy Project Manager will work closely with the Program Director and other staff to advance the organization's climate and energy policy goals. This is a full-time, permanent position with a potential start date of May 1, 2021. This job is based in Bellingham, Washington and requires the attendance of meetings in person (safely, as Covid precautions allow), occasionally in evening hours.

### **Key Responsibilities, Duties, and Skills:**

- Serve as primary contact for Climate and Energy related projects and campaigns.
- Maintain an accurate, up-to-date version of the program's work plan. Plan for and track program deliverables, identify new opportunities and ensure deadlines are met.
- Coordinate with communications staff on a weekly basis to represent the program accurately and appropriately and plan for larger communications needs.
- Collaborate with agencies, decision makers and other organizations to achieve program objectives.
- Develop working relationships with elected officials, community leaders, and other non-profit leaders.
- Inform legislators, administrators, council members and media of RE Sources positions on relevant issues.
- Work with the Development team to accurately describe our work in fundraising materials and foundation proposals.
- Monitor and participate in relevant local and state level processes, such as environmental decision making or rule making processes.

### **Qualifications**

- A Bachelor's degree in environmental science or studies, communications, planning, public policy, natural resources management or closely related field or related lived experience.
- A minimum of 2 years of experience in campaign organizing for environmental issues.
- At least 1 year of experience supervising volunteers, interns and/or paid staff.

- Commitment to a healthy and sustainable environment through education and community involvement.
- Ability to prioritize and complete a variety of tasks, meet deadlines, and work independently.
- Ability to communicate information to the public in an inclusive, informative manner.
- Ability to work cooperatively with a wide range of people internally and externally.
- (Desired but not required) Knowledge of the process for permitting at the city, county and state levels.
- Valid Washington state driver's license.

The scope of our mission is broad and the work is critical, but the working environment at RE Sources is fun, inspiring, and extremely rewarding. We offer a flexible work schedule and opportunities for professional growth. Our staff are passionate about protecting the environment, maintaining a supportive, friendly work culture, and modeling our values of equity, inclusion, diversity, respect, honesty and empowerment.

Our goal is to be a diverse workforce that is representative of our region's communities. RE Sources encourages applications from Black, Indigenous, People of Color, Persons with Disabilities, Women and Gender-nonconforming people especially in occupations or positions where they are underrepresented. Data shows that women and BIPOC candidates often hesitate to apply for a job because they may not meet all the qualifications listed. If you feel passionate about our efforts and believe that you have the skills to contribute to the growth of our organization, we want to hear from you.

**Compensation**

The annual salary is \$40K-\$42K. The position is full-time and is eligible for RE Sources complete benefits package including medical, dental and eye insurance, sick leave, PTO accrual and a 401K employer matching option.

**Accountability**

Reports to the Program Director