



POSITION: Program Associate

COMPANY: Southeastern Wind Coalition

The Southeastern Wind Coalition (SEWC) is a non-profit coalition of industry, academia, partner NGOs, government, and utilities working to advance the land-based and offshore wind industry in the Southeastern U.S. We take a business-minded and economically focused approach to building the case for wind energy, including the wind supply chain. SEWC regularly convenes stakeholders across our 11-state footprint and leads or participates in strategically important initiatives and discussions to bring wind to the region. We are passionate about growing the wind industry in the Southeast. More information is available on our website at <http://www.sewind.org>

THE JOB

SUMMARY

The Program Associate will be an integral part of advancing SEWC's program and policy priorities. This includes leading various outreach and education efforts, establishing relationships with stakeholders, supporting member communications, and all other aspects of the business. The focus of this position will include state specific policy, stakeholder engagement, and some topic-level research. Initial focus will include SC and VA with ability to expand depending on interest and opportunity. You will be part of a small, energetic, growing, and mission-driven organization with an entrepreneurial culture. Can-do attitudes and self-starters will fit well. This position reports to the Program Director.

DUTIES

Short-Term

- Works with the Program Director to educate/convene stakeholders and decision-makers
 - Create/maintain relationships with various stakeholders including federal lawmakers, local governments, state/federal agencies, universities, NGOs, wind industry supply chain companies, wind developers, utilities, economic developers.
 - Create outreach documents and resources to be used by partners.
 - Lead and assist partners with education and outreach efforts to state and federal offices.
 - Work to build upon existing state and federal initiatives
- Analyze state and federal legislation, state-led solicitations, regulatory docket filings, and conduct any other relevant analyses. Perform research and analysis on a variety of other topics (technology, wind impacts, economics, etc.).

- Implement state-level communications strategies.
- Lead planning for regional events.
- Provide administrative support for coalition efforts including working groups, webinars, and outreach and education events.

Long-Term

- Support the development and execution of legislative strategy, outreach, and legislator education. Become more independent in decision-making and identify opportunities for leadership.
- Develop strategic thinking and co-lead planning and development with the Program Director and SEWC team. Be able to think critically and participate in high-level discussions about state, regional, and industry needs.
- Identify and lead potential new initiatives to advance wind energy in the Southeast.

QUALIFICATIONS

MUST HAVES

- Ability to take initiative, manage multiple projects and tasks, work effectively with good direction but little supervision, and know when to ask for help.
 - Relevant experience in NGOs, government relations, campaign, Capitol Hill, or other relevant fast-paced, professional environments is highly desirable.
- Excellent organizational skills with the ability to set priorities, work effectively from home and maintain a positive attitude.
- The candidate must be a self starter and be able to provide examples of proactive thinking and initiatives.
- A passion for seeing the clean energy industry grow and helping to make it happen.
- Must be capable of developing strong professional relationships with a broad range of stakeholders (industry, non-profits, government, policy-makers) largely via phone and email. An outgoing personality is a plus.
- Strong track record of being able to distill complex technical information to a broader audience.
- Excellent oral and written presentation skills.

NICE TO HAVES

- Experience in the energy, environmental, or climate field is preferred.
- Existing relationships and experience or connections in the Southeastern U.S.
- Experience organizing partners, convening stakeholders, facilitating discussions, and gaining consensus.

OTHER DETAILS

- Competitive non-profit salary range of \$50-\$55k, 401k plan, and health care reimbursement account.
- SEWC is a fully remote organization. Employee will work from home, located in the Southeastern United States.

- Travel averages 1-2 short trips every few months, primarily in the Southeast to team meetings and conferences.

The Southeastern Wind Coalition is an equal opportunity employer. We are committed to building a diverse team dedicated to furthering the equitable development of wind in the southeast. We encourage applications from women, minority groups, veterans, and people with disabilities.

HOW TO APPLY

1. Pitch yourself in 250 words or less in an email to juliap@sewind.org
2. Attach your resume and include "Program Associate" in the subject line.
3. Email and resume/CV must be received by June 1, 2023.