



POSITION: North Carolina 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. 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 North Carolina 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 position will focus on North Carolina, with a small portion of your time spent on South Carolina activities. You will be a key staff member in 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 North Carolina Program Manager.

DUTIES

Short-Term

- Works with the Program Manager to educate/convene stakeholders and decision-makers
 - Create/maintain relationships with various stakeholders including state lawmakers, local governments, state/federal agencies, universities, NGOs, wind industry supply chain companies, wind developers, utilities, and 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 with the Program Manager to build upon existing state and federal initiatives.

- Analyze legislation, state-led solicitations, regulatory docket filings, and conduct any other relevant analyses to inform engagement strategies in NC and SC.
- Represent SEWC at conferences, events, meetings with decision makers, etc., and through public speaking opportunities.
- Support communications strategy and activities for NC and SC, including managing the SEWC website, social media platforms, creating communication tools, etc.
- Provide administrative support for broader coalition efforts including Utility Advisory Group, webinars, and outreach and education events.

Long-Term

- Represent SEWC at a wide variety of speaking engagements, conferences, events, meetings with decision makers, etc. to speak on wind technology, policy, and regulatory issues with authority.
- 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 Manager 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

- Bachelor's degree or equivalent work experience in a relevant field.
- Creative thinking & problem solving skills
 - Ability to take initiative, manage multiple projects and tasks, work effectively with little supervision, and know when to ask for help.
 - The candidate must be a self starter and be able to provide examples of proactive thinking and initiatives.
 - Excellent organizational skills with the ability to set priorities and work effectively from home.
- Strong interpersonal & stakeholder management skills
 - Must be capable of developing strong professional relationships with a broad range of stakeholders (industry, non-profits, government, policy-makers) largely via phone, video call, and email.
 - Relevant experience in NGOs, government relations, campaign, Capitol Hill, or other relevant fast-paced, professional environments is highly desirable.
- Excellent communication & public speaking skills

- Strong track record of being able to distill complex technical information to a broader audience.
- Excellent oral and written presentation skills.
- A passion for seeing the clean energy industry grow and helping to make it happen.

NICE TO HAVES

- Master's degree or 2-3 years of work experience in relevant fields.
- Experience in energy, environmental, or climate fields is preferred.
- General awareness of federal legislation like the Infrastructure Investment and Jobs Act.
- Experience organizing partners, convening stakeholders, facilitating discussions, and gaining consensus.

OTHER DETAILS

- Competitive non-profit salary commensurate with experience (\$50k-\$60k depending on experience).
 - SEWC provides a flexible work schedule, 401k contribution, health care contribution, paid time off, and a collaborative work environment.
- The SEWC team is fully remote. Employee will work from home, with a strong preference for employees living in North Carolina.
- Travel averages 1-2 short trips every few months, primarily in the Southeast.
- Candidate could start as early as February/March.

HOW TO APPLY

1. Pitch yourself in 250 words or less in an email to info@sewind.org.
2. Attach your resume and include "Program Associate" in the subject line.
3. Email containing your "pitch" and resume/CV must be received by January 31, 2024.