



JOB DESCRIPTION: Deputy Director, Power a Clean Future Ohio

The [Ohio Environmental Council](#) and its family of organizations seek to hire a full-time Deputy Director to support the Power a Clean Future Ohio coalition.

The Deputy Director is responsible for engaging current PCFO Communities and working collaboratively with local partners to help cities and local governments meet their clean energy goals. This role will require developing collaborative, working relationships with elected officials, government staff, and community organizations across a variety of Ohio communities. The Deputy Director will help coordinate the activities of PCFO coalition partners on various aspects of the campaign. This position will be responsible for maintaining and tracking engagement, presenting to local governments, editing policy communications, and scheduling and facilitating meetings for both internal partners and external stakeholders.

JOB RESPONSIBILITIES & PERFORMANCE EXPECTATIONS

This position reports to the Vice President of Energy Policy at the OEC and coordinates closely with the Executive Director of Power a Clean Future Ohio. This position will work closely with the PCFO coalition of organizations and have access to the shared resources of the coalition. There is a preference for the position to be based in OEC's Columbus or Cleveland office, but we will consider other locations in Ohio.

Qualified candidates will have experience in government and/or government relations. The ideal candidate will have experience with local government and working knowledge of local sustainability or climate action planning.

The Deputy Director will be responsible for assisting the Executive Director with managing the ongoing coalition engagement with PCFO Communities in the state. This will include reviewing, compiling, or editing policy documents, communications materials regularly communicating with cities on news resources and events.

QUALIFICATIONS

Candidates should be self-motivated, able to work remotely and independently on projects. Candidates must be based in Ohio.

Required Skills:

- Past experience in energy or environmental policy, local or state government, and/or political organizing or campaigns.

- Excellent interpersonal oral and written communication skills
- Strong attention to detail
- Strong analytical and organizational skills
- Ability to work both independently and collaboratively while meeting deadlines and juggling multiple priorities in a results-oriented environment

Desired Skills:

- Strong working knowledge of clean energy issues, environmental justice, and local sustainability policy.

Cultural Competence:

- Shares our commitment and actively contributes to integrating racial justice and equity into our work and ensuring an inclusive organizational culture.

SCOPE OF WORK

- Lead efforts to recruit and support local-elected clean energy champions and cultivate supportive relationships with local government staff and local stakeholders in Ohio as needed.
- Present to government officials and/or facilitate meetings on clean energy policy topics
- Coordinate with a team of consultants/experts/allies in policy, communications, and grassroots organizing to achieve PCFO's goals.
- Assist in planning virtual or in-person events in collaboration with coalition members, PCFO Communities, PCFO Partners, or community organizations
- Assist in the development of campaign strategies with the appropriate coalition partners as needed and assessing progress.
- Together with the Executive Director, develop monthly work plans reflecting timelines and tasks for each component of the position.
- Present before local government bodies and communicate policy recommendations and relevant resources related to local clean energy and sustainability policy.
- Other tasks and duties as assigned by the PCFO Executive Director.

COMPENSATION

This position is full-time, exempt, pays between \$55,000-\$63,000, and is within the bargaining unit represented by the OEC Workers United. Excellent benefits include employer-paid health, vision, dental, and life insurance; flexible and dependent care spending account; generous paid time off; paid parental leave; and employer-matched retirement fund.

ABOUT THE OEC

The mission of the Ohio Environmental Council is to secure healthy air, land, and water for all who call Ohio home. The OEC works for pragmatic solutions to keep Ohio clean and beautiful, and our communities safe. We fight for clean air and water, clean energy, and protected public lands. We hold polluters accountable in court while working with communities and companies that want to invest in a clean, more sustainable direction. For over 50 years, we have led many of the major environmental policy wins in Ohio. Visit the OEC's website to learn more about our vision, values, and work.

The Ohio Environmental Council is committed to working toward a just, equitable, diverse, and inclusive environmental movement, and seeks to hire staff and contractors that reflect the diverse communities and perspectives that comprise Ohio. The OEC is an equal opportunity employer. Candidates of all backgrounds are highly encouraged to apply.

ABOUT PCFO

A coalition of clean energy advocates in Ohio launched the Power a Clean Future Ohio campaign in February of 2020 to provide the foundation for cities and local governments to take ambitious action on carbon reduction. This effort and broad coalition came together as a result of building momentum in Ohio among local elected officials and community-based organizations showing state leaders what is possible when we support climate action and clean energy solutions.

To date, PCFO has recruited 21 PCFO Communities, and the campaign has a goal of reaching 30 cities by the end of 2021 and building a network of 45 communities by the end of 2022.

HOW TO APPLY

Send a cover letter explaining why you are the ideal candidate for the position, your resume, and references to OEC@theoec.org with "PCFO Deputy Director" in the subject line. Applications will be considered on a rolling basis.