



Title: Energy Project Coordinator

Location: Remote

Status: Full-time

The Climate Jobs National Resource Center (CJNRC) is a labor-led organization at the forefront of the fight to combat the climate crisis and reverse racial and economic inequality.

CJNRC is the hub of a growing network of union-led, state-based climate jobs coalitions, providing unions with the information, support, and expertise to lead on climate action. The coalitions we support are organizing to build a clean energy economy at the scale and pace that climate science demands, create and expand access to good union jobs in under-resourced communities, and advance equity.

CJNRC and our network of coalitions are at the leading edge of both workers' rights and climate action, two defining issues of our time. The coalitions have helped pass the nation's most ambitious climate policies, won the strongest labor and equity standards for clean energy workers in the country, and built winning campaigns for worker-centered and equity-focused climate investments and good union jobs that will transform the future of the US economy.

To advance this crucial work, CJNRC is hiring a **Energy Project Coordinator** to provide climate jobs coalitions with one-on-one support to help leverage federal climate investments like the Inflation Reduction Act to develop solar power installations and energy efficiency improvements on public buildings, schools, and other large non-profits. The Energy Project Coordinator will report to CJNRC's Senior Policy Advisor and will work closely with other CJNRC national staff and state coalition staff and leadership. The successful candidate has extensive experience with project development in the energy space or in community development and a deep commitment to building the labor movement and fighting the climate crisis.

Key Responsibilities:

Support state climate jobs coalitions and unions as they work with public administrators and contractors to develop and implement renewable energy and energy efficiency projects on public buildings and schools in the states where CJNRC is active.

Help to analyze potential projects as to their likely energy, economic, employment and community impact, including:

- Develop solar and energy efficiency feasibility studies;
- Identify possible ways to finance projects;
- Assess the availability of Federal and State resources to support projects, including IRA tax credits, deductions, and grant programs;



- Evaluate solar and energy efficiency proposals from private sector firms; and
- Plan for and manage the construction and commissioning of projects.

Qualifications:

- At least three to five years experience in project development, with a track record of success;
- Strong quantitative and writing skills;
- Working knowledge of solar power systems and energy efficiency projects;
- Background in energy economics and public finance is a plus;
- Demonstrated ability to work effectively in politically sensitive and high-pressure environments;
- Demonstrated commitment to community and/or labor organizing;
- Demonstrated ability to work independently;
- Willingness to travel extensively when it is safe to do so;
- Willingness to work remotely; and
- Effective time management skills, including prioritizing and managing multiple tasks, with light supervision.

Working conditions:

This is a full-time, remote position. Long hours will be required on occasion. The position will require some travel. CJNRC will follow public health guidance related to the Covid-19 pandemic.

Compensation:

The salary range for this position is \$75,000-98,200, dependent on experience. CJNRC offers an excellent benefits package that includes employer-paid premiums for medical, dental, vision, and life insurance plans for full-time staff and their qualified dependents, a voluntary dependent care assistance program, and generous time off.

To Apply:

Send application with Resume and Cover Letter as a single document to: [hiring@cjnrc.org](mailto: hiring@cjnrc.org) with the subject line "**Energy Project Coordinator**"

This position is open until filled; however, the posting/acceptance of applications may close at any time. Job descriptions do not cover or contain a comprehensive listing of every activity or responsibility that is required.

CJNRC is committed to equal opportunity, and encourages applicants of all ages, races, sexual orientations, genders, national origins, ethnicities, religions, and veteran status. We encourage



people from diverse backgrounds and experiences related to our core organizational values and objectives to apply.