



## **JOB OPPORTUNITY: PROGRAM MANAGER, TRIBAL CLEAN ENERGY**

**Status:** Full-time, Exempt

**Location:** Nevada (hybrid); ideal candidate is located in Northern Nevada

The Nevada Clean Energy Fund (NCEF) is a nonprofit organization dedicated to supporting a thriving, affordable, and accessible clean energy economy by providing financial and technical resources to Nevadans. NCEF was created in 2017 to accelerate clean energy growth in Nevada, reduce energy costs, create jobs, and meaningfully address climate change. We are in the process of significantly expanding our team, operations, and programs. We seek a Program Manager, Tribal Clean Energy to help us partner with Nevada's Tribes, bands, colonies, and community councils to meet their critical needs and advance energy sovereignty and energy justice.

### **Position Summary**

NCEF seeks a Program Manager, Tribal Clean Energy to join in NCEF's efforts to make clean energy accessible to Native communities in Nevada. As the Program Manager, Tribal Clean Energy, you will work directly with NCEF's Investment and Business Development teams to help design and implement NCEF's clean energy programs in partnership with Tribal communities in Nevada. You will be responsible for overseeing NCEF's Tribal program design and implementation, building and maintaining relationships with Tribal communities, and providing education and technical assistance on clean energy programs and projects. Your primary focus will be on NCEF's Solar for All program and partnering with Tribes to identify and apply for federal funds and other forms of assistance for beneficial clean energy projects.

The anticipated start date of this position is September 16, 2024, however there is a possibility for the position to start earlier or later.

### **Your Responsibilities**

- Engage with Tribal communities in Nevada, strengthening NCEF's existing relationships as well as building and maintaining new ones. This will require travel within the state.
- Conduct outreach to and build partnerships with diverse stakeholders, including Native community groups, Tribal governments (especially TEROs and Housing Departments), the Nevada Department of Native American Affairs, the Intertribal Council of Nevada, the Nevada California Indian Housing Association, and Native-led businesses and organizations in the clean energy and housing sectors.
- Provide education and technical assistance to Tribal communities that builds their capacity to implement beneficial clean energy projects and access financing, incentives, tax credits, grants, and programs.
- Manage NCEF's Tribal Advisory Board. The Advisory Board's goal is to design and implement NCEF's programs (beginning with Solar for All) in partnership with Native communities to ensure the programs serve the needs of each participating community. This includes organizing and facilitating monthly meetings, liaising with the Advisory Board's Tribal representatives, and more.

- Implement NCEF's programs (e.g., Solar for All, Clean School Bus, Residential Energy Upgrade Programs) in partnership with Tribal communities.
- Support Tribes in identifying and applying for clean energy federal funds and other forms of assistance. This includes helping Tribes access the U.S. Department of Energy's Home Electrification and Appliance Rebate formula grants, the U.S. Environmental Protection Agency's Community Change Grants, and federal tax credits
- Conduct research and analysis on Tribal energy needs and develop proposals for new products and program opportunities based on identified needs.
- Work closely with the Director of Investments to implement NCEF's programs in Tribal communities, including ensuring compliance with NCEF's funding agreements.
- Regularly attend and, as appropriate, develop and deliver presentations at conferences and community events.
- Other tasks related to NCEF's Tribal Clean Energy Program as appropriate.

### **Your Qualifications**

- Passionate about clean energy, combating climate change, and advancing energy sovereignty and energy justice in Tribal communities in Nevada.
- Bachelor's degree or equivalent work experience, preferably in energy, community development, business, economics, planning, policy, social, environmental justice, or related field.
- Experience with deep engagement or collaboration in partnership with historically underserved communities, and in particular Tribal and Native communities in the US.
- Knowledge of and commitment to Tribal sovereignty, treaty rights, governance, and law.
- Detail-oriented with strong written and verbal communication abilities.
- Experience with collaborative software solutions (e.g., Slack, SharePoint).
- Experience and comfort with engaging and presenting to a variety of stakeholder groups.
- Ability to work independently.
- Experience with technical writing and grant writing would be a bonus.
- Experience with clean energy would be a bonus.

### **Your Compensation & Benefits**

Salary is commensurate with experience. The anticipated salary range for this position is \$70,000-\$85,000. NCEF offers a competitive compensation package that includes medical and dental benefits, a retirement fund match, and paid time off.

### **Equal Opportunity and Diversity, Equity & Inclusion**

NCEF is committed to fostering a diverse, inclusive, and equitable work environment. This includes being intentional in our hiring practices and seeking to overcome systemic biases. If you believe that you have experience and skills that would be valuable to this role at NCEF - even if you do not meet the listed qualifications of the role - please don't hesitate to apply and we will make sure your application garners the attention it deserves.

NCEF is an equal employment opportunity employer, and provides equal employment opportunity to all candidates and employees without regard to race, color, religion, age, marital status, national origin, ancestry, sex, sexual orientation, gender identity or expression, intellectual disability, mental disability, or physical disability, political affiliation, personal

appearance, family responsibilities, matriculation or any other characteristic protected under federal, state or local law.

### **To Apply**

Interested applicants should submit (1) a one-page cover letter expressing their interest and fit for the position, and (2) a CV/resume to [info@nevadacef.org](mailto:info@nevadacef.org).

Applications will be accepted on a rolling basis until the position is filled.

### **About the [Nevada Clean Energy Fund \(NCEF\)](#)**

NCEF is a 501(c)(3) nonprofit organization with the mission of supporting a thriving, affordable, and accessible clean energy economy by providing financial and technical resources to Nevadans. NCEF works with communities, Tribes, affordable housing developers, schools, local businesses, contractors, governments, utilities, and others to accelerate clean energy growth, reduce energy costs, create jobs, and address climate change. NCEF supports a wide range of clean energy measures, including efficiency retrofits and electrification in homes and commercial buildings, zero-emissions vehicles, and residential and community solar and energy storage projects.

NCEF was created in 2017 by state legislation as the state's "green bank," an institutional model successfully implemented in over a dozen other US states. Green banks are mission-driven institutions that use financing to accelerate the transition to clean energy, address climate change, and benefit communities.

NCEF is poised to grow significantly in the coming year due to NCEF's role in administering federal clean energy funds. NCEF already administers approximately \$10 million in federal clean energy funds and was recently selected for another \$156 million federal award.

At NCEF, we are focused on building a collaborative, equitable, respectful, impact-driven, and innovative culture that acknowledges the importance of work-life balance. We seek individuals who are critical thinkers, driven to take on big challenges, open to introspection, excited to connect with a diverse and inclusive set of stakeholders, and act with a high degree of integrity. Importantly, we seek individuals with a shared passion for clean energy, combating climate change, and having a positive impact on the lives of Nevadans.

NCEF is currently a hybrid organization that values strategic in-person collaboration. While employees can conduct the bulk of their work remotely, you should expect regular in-person meetings and working days. All NCEF employees are located in Nevada.