

***JOB ANNOUNCEMENT***  
**Executive Director**  
**State-Federal Climate Resource Center**

The mission of the State-Federal Climate Resource Center is to provide resources for and assist in the formation of an enduring and effective state and federal partnership on climate action. The SFCRC will serve as a bridge that connects state and federal climate policies and programs as part of a more comprehensive national approach.

The State-Federal Climate Resource Center (SFCRC) is seeking an Executive Director to provide on-the-ground presence in Washington D.C. and to facilitate communication and information sharing among states taking leadership on climate and energy policy, and between states and federal policy makers. It is envisioned that this position would require an average of 40 hours per week, with significant variation depending on the legislative calendar. The Executive Director will report to a Project Management Group. Specific duties include:

- Monitor and provide information and analysis of legislative and regulatory activity on Capitol Hill that affects federal climate policy with relevance to the states; including but not limited to federal cap and trade, energy, transportation and agricultural policy; also attend relevant hearings and briefings;
- Identify opportunities for states to provide input to Hill activity, including hearings, briefings, and other forums; also identify opportunities for proactive interaction with the White House and administrative agencies;
- Help arrange meetings between state officials and members of Congress and their offices; assist DC-based state offices by providing background research and analysis and issue briefs that can assist them in their support of state interests; and organize events that help popularize the benefits of a state-federal climate partnership;
- Support policy makers, by serving as a source of information on state climate perspectives and providing access to experts and state representatives that can articulate the perspective of climate action states; and
- Provide effective outreach and interaction with other organizations, e.g. NACAA, ECOS, NESCAUM, AFWA, and other state affinity groups representing state interests related to climate and energy issues.

Basic Duties: To convene/educate/support a state--federal government climate partnership in Washington D.C. The Director will work with state offices in Washington, relevant state agency staff, state-based experts, non-profits and academics, and relevant federal staff in realizing the basic job requirements listed above. The Center is not intended to be a spokesperson for states or replace the function of state DC offices; rather it is designed to serve as a complement to the resources that states already rely on and possess. Within available resources, the Director will hire and manage staff and develop

strong working relationships with DC-based state representatives, as well as state agencies.

Requirements: In-depth knowledge and track record of success with D.C. politics, and with climate and energy issues. Experience working in a state government and/or with state governments. Ability to work collaboratively with a group in which the Executive Director provides support and guidance, but essentially serves as staff to the climate action states as they work to develop a partnership with the federal government on climate policies and programs. Demonstrated experience working collaboratively in group settings such as this would be highly valued. Proven communication and writing skills. Ability to be entrepreneurial while working with the emerging leadership states and federal government. Must be a quick starter.

Near-Term Deliverables:

- Development of an implementation plan for the Resource Center for Oct. 1, 2008 through August 31, 2010.
- Creation and implementation of internal and external communications strategies.
- Identification of policy analysis and research that can be of value to climate action states, including existing information and future products.
- Build network consisting of other related policy initiatives and efforts; Hill staff; Administration contacts; non-profit leaders at a state and federal level, etc.
- Develop more detailed budget and funding strategy for use with potential funders.
- Develop the ideas for and help organize public events; written products; and other outreach efforts that convey the benefit of a federal state partnership.

*Letters of interest and resumes should be sent electronically to SFCRC Search at [statefederalcrc@gmail.com](mailto:statefederalcrc@gmail.com)*

**Candidate materials must be received no later than June 30<sup>th</sup>, 2008 and will be kept strictly confidential**