Federal Funding Implementation Coordinators

Location: SWEEP is hiring two coordinators – one based in Arizona (ideally Phoenix), the other based in Colorado or New Mexico. Both positions will work remotely, with occasional in-person meetings.

Work Schedule: Non-exempt, full-time. One-year position with the possibility of extension.

Deadline for applications: June 10, 2022

About SWEEP: Founded in 2001, the Southwest Energy Efficiency Project (or SWEEP) is a nonprofit organization that works to ensure a healthy, equitable and low carbon future by advancing energy efficiency, electrification, and clean transportation solutions in the southwest states of Arizona, Colorado, Nevada, New Mexico, Utah, and Wyoming. We achieve these goals through advocacy, research and education. SWEEP works closely with state and local elected officials, conservation community partners, public utility commissions, state and federal agencies, utilities, clean energy businesses, and national laboratories. We strive to foster a workplace culture of policies and practices that demonstrate our commitment to equity and inclusion.

Position Description: The federal government recently approved historic spending packages, including the American Rescue Plan Act of 2021 and the Infrastructure Investment and Jobs Act, which provide states and local governments with an unprecedented opportunity to invest in energy efficiency and clean transportation programs and projects.

These positions will be responsible for implementation of SWEEP’s Federal Funding Implementation Project to ensure that state and local governments in Arizona, Nevada, New Mexico, Colorado, and Utah spend these dollars in a way that maximizes their benefits in reducing climate emissions, improving equity in disproportionately impacted communities, and creating clean energy jobs. While the two coordinators will work together on this project, one Coordinator will focus largely on Arizona and Nevada communities, while the other will cover Colorado, New Mexico and Utah. Specific responsibilities will include:

- Work with SWEEP’s Executive Director, Program Directors and State Representatives and coalition partners to:
  - Identify the most impactful funding opportunities and projects to propel climate progress at the state and local level
  - Craft a set of principles to guide investment decisions, focusing on emissions reduction, equity transparency and other values
  - Develop recommendations on local programs and projects to submit for federal competitive grants
- Develop and disseminate communication materials, including fact sheets and earned and social media posts, on the opportunities and benefits of these investments
- Conduct outreach to target state and local decisionmakers to educate them about funding opportunities, processes, and timelines; and advocate for funding decisions and grant projects that meet our principles
- Participate in regular meetings with regional and national partners to ensure coordinated and strategic action and exchange of information, lessons learned and best practices
- Measure and report on the project’s progress.

In addition to their specific job responsibilities, all SWEEP employees are expected to participate in staff calls, annual retreats and other organizational meetings.

Qualifications: Successful applicants will have the following skills and experience:

- 3+ years of experience in local government, state government or nonprofit policymaking, outreach or other similar work
- Understanding of, and familiarity with, politics and policy makers in the Southwest United States
- Passion for and demonstrated understanding of energy efficiency, clean transportation, and climate policy
• Ability to work well with others and also to be self-sufficient and take initiative
• Solid written and verbal communication skills and the ability to explain complex policy issues
• Strong organizational skills, with attention to detail and follow-through
• Demonstrated commitment to equity and inclusivity

Compensation and Benefits:
The full-time salary range for this role is between $60,000 to $65,000, depending on experience. SWEEP’s excellent benefits package includes health and dental coverage, a retirement plan with a match, and 25 days of vacation and holidays, as well as paid sick leave and parental leave.

We are committed to building a more diverse and inclusive organization and conservation movement. We encourage applicants from all cultures, race, ethnicity, geographies, political affiliation, sexual orientations, gender identities, and all other identities protected by law. We are proud to be an equal opportunity employer.

To Apply: If you are interested in this job, please submit a cover letter and resume to info@swenergy.org. Please indicate the position you are applying for as SWEEP currently has several job openings.