



Project Director, Equitable Origin Texas

The Project Director will provide support for an interdisciplinary team that delivers Equitable Origin (EO)'s programs in Texas. The Project Director will serve as the face of EO in Texas. Duties will include implementing a number of vital programmatic and operational functions, including developing and expanding relationships with EO's stakeholders in the state, implementing its program activities, internal and external communications, and coordinating meetings and travel related to EO's programs in Texas.

This full-time position has opportunities for professional development and long-term career growth potential.

Responsibilities

Program Management

- Coordinate all EO program activities in Texas
- Develop and track key outcome and impact indicators in alignment with program goals and EO's overall Theory of Change
- Manage program implementation and ensure consistent, high-quality program delivery
- Identify and recruit local implementation resources and partners
- Document and report on all program activities and outcomes
- Collaborate with senior management team on program activities and alignment with EO's short- mid- and long-term goals

Program Implementation

- Build and expand stakeholder relationships among various constituencies
- Establish local academic partnerships for the purpose of convening stakeholders for program activities
- Represent EO at industry and stakeholder events and in relevant state and regional organizations
- Business development related to the EO Platform
- Coordinate development of EO100™ for Renewables
- Identify potential EO100™ pilot sites and recruit energy-industry pilot partners
- Coordinate Texas field testing of EO100™ Technical Addenda for a) Shale Oil and Gas and b) Renewables
- Lead participatory development of program outputs, including but not limited to:
 - Community guides
 - Information clearinghouse
 - Best practice benchmarks and case studies

Administration

- Trip and event planning, expense reporting, documentation of stakeholder relationship management
- Manage, track, and report on program and grant budgets



- Stay up-to-date on all EO projects and business processes in order to support operations and administrative functions as relates to the Texas program and cover organization-wide gaps as necessary

Qualifications

- Minimum of a BA or BS, Master's degree preferred
- Five years professional experience, preferably in a non-profit, program support role or a technical role (candidates with education beyond a bachelor's degree may substitute education for some work experience)
- Experience developing proposals and executing complex, multifaceted projects that meet the needs of diverse stakeholder groups
- Knowledge of the market, regulatory, technical, environmental, and social context of energy development in Texas
- Facility communicating effectively with a diverse cohort of stakeholders, including individual landowners, grassroots community groups, local government officials, investor organizations, industry groups, and business leaders
- Demonstrably excellent organizational skills
- Tech-savvy and experience working with IT and creative staff on IT troubleshooting and project execution
- Experience supporting a high-performance, collaborative, constructive team
- Excellent verbal and written communication skills with exceptional attention to details
- Strong analytical skills; basic business intuition, and common sense
- Ability and willingness to effectively utilize CRM tools, particularly Work [etc.] and Salesforce
- Strong MS Office skills, particularly Excel and PowerPoint

Character Assets:

- A team player who can interrelate and operate effectively with peers and other associates within a collegial, yet demanding, work environment.
- Ability to work independently toward project delivery with minimal instruction.
- Proactive and self-directed in seeking effective solutions to questions and challenges.
- Integrity, credibility, and a commitment to and passion for EO's mission.

Compensation:

Commensurate with skills and experience. Equitable Origin offers a competitive benefits package.

Location:

This role is based in Austin or Houston, Texas and requires regular in-state and occasional regional travel.

To be considered for this position please submit a CV and cover letter to careers@equitableorigin.org