

Job Opportunity: Data Manager

Remote, Full-time, Work from Home Position

Posted March 1, 2023

Applications received by March 19, 2023, will be given priority; later submissions will be reviewed as needed until the position is filled

About the Renewable Energy Wildlife Institute (REWI): REWI is an independent, nonprofit science organization comprising leaders in the renewable energy industry, science and environmental organizations, and wildlife management agencies who collaborate on a shared mission: to facilitate timely and responsible development of renewable energy while protecting wildlife and wildlife habitat. REWI works closely with over [40 renewable industry and conservation partners](#) and many other advisors to build scientific research, strategies and tools, and best practices for environmentally responsible renewable energy siting and operations.

Collaboration and sound science are fundamental to REWI's work, with the efforts of our small, energetic team multiplied by the insight, support, and oversight of our Board, Committees, task forces, project partners, reviewers, and contractors. REWI prioritizes a strategic and nimble approach, which allows us to remain a leader in developing solutions to pave the way for a sustainable, clean energy future where renewable energy and wildlife can both thrive. All team members engage in a variety of programs, projects, and activities, and a strong belief in our mission and dedication to our work is fundamental to all we do.

Position Overview: The Data Manager supports REWI's efforts to provide stakeholders with the data and science they need to assess potential risks to wildlife and other natural resources associated with renewable energy development. The Data Manager's work is critical for ensuring that data are entered and organized in a way that supports priority research questions. The position will be an essential member of the team working to develop and launch a new data-sharing infrastructure for solar energy and natural resources datasets. Working with the Senior Information Science Manager, this position will also work to further the success of the American Wind Wildlife Information Center.

This is an exciting opportunity to work at a cutting-edge, unique non-profit in an expanding and solutions-oriented field – the dynamic intersection of renewable energy and wildlife conservation – with many of the nation's top renewable energy producers and conservation and science leaders.

Key Responsibilities: The Data Manager's responsibilities will include, but will not be limited to:

- Data acquisition, entry, and review (35%)
 - Locate, enter, and review data from published or ongoing research
 - Track and report the amount and types of data entered
 - Coordinate with data owners to acquire confidential data
 - Collaborate with other REWI staff to ensure all relevant research products are available on the REWI Research Hub
- Data visualization and reporting (35%)
 - Produce figures, tables, and maps to support research questions
 - Support development of new features for the REWI Research Hub

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- Operate basic functions of the existing R script codebase
 - Science communication and stakeholder engagement (30%)
 - Develop data summaries and reports tailored to the needs of stakeholders
 - Conduct surveys and assessments of stakeholder needs
 - Participate in coordinating and mentoring interns
 - Draft technical reports

Qualifications: We are seeking applicants with the following minimum qualifications:

- Master's degree in ecology, biology, environmental science, or a related field and at least two years of relevant work experience or Bachelor's degree with at least four years of relevant work experience
- Interest in renewable energy and wildlife conservation and commitment to REWI's mission
- Proficient with statistical computing language (R preferred)
- Familiar with GIS software and/or spatial analysis techniques (ESRI or R preferred)
- Understanding of database management, data standards, and QA/QC
- Highly proficient with Excel and proficiency with MS Outlook, Teams, Word, PowerPoint, and SharePoint
- Excellent writing and oral communication skills, including ability to clearly communicate scientific information to technical and general audiences
- Exceptional attention to detail
- Strong organizational and problem-solving skills
- Ability to maintain professional relationships with diverse groups including REWI team members, industry representatives, researchers, agency personnel, and consultants
- A collaborative team member who is proactive, flexible, and able to manage and prioritize a variety of tasks
- Ability to work independently and remotely without regular supervision
- Willingness to travel (2 trips per year for staff meetings; occasional conferences)

Location, Compensation, and Benefits:

- This position is fully remote and requires a home office with a reliable internet connection.
- Candidates must be based in the United States and have authorization to work in the U.S.
- Salary is commensurate with the experience and skills of a data manager with four years of work experience.
- REWI offers a generous, comprehensive benefits package, including medical, dental, disability, and life insurance (with REWI currently covering 100% of costs for employees), flexible spending account, retirement plan and match, cell phone and internet reimbursement, professional development support, and paid time off (including federal holidays, 15 days of vacation, 3 personal days, and 10 days of sick leave).

Applications: Please submit a cover letter, resume, one writing sample, and one data visualization sample here: <https://awwi.knack.com/jobs>. Only complete applications will be considered. Applications received before March 19, 2023, will be given priority; later submissions will be reviewed as needed until the position is filled. No phone or written inquiries please.

REWI is proud to be an Equal Opportunity Employer (EOE). We strive to increase diversity, equity, and inclusion (DEI) in all elements of our work and with our partners. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender

identify, national origin, disability or protected veteran status. We are committed to a policy of nondiscrimination, inclusion, and equal opportunity and actively seek a diverse pool of candidates in this search.