

Job Opportunity: Renewable Energy Wildlife Research Fund Lead

Full-time, Remote Position

Posted May 9, 2023

Applications received by May 21, 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: Through science and collaboration, accelerate responsible deployment of renewable energy to mitigate climate change and protect wildlife and ecosystems. 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.

About the Renewable Energy Wildlife Research Fund (REWRF): The Renewable Energy Wildlife Research Fund is an industry-led initiative that advances scientific research on solutions to mitigate solar and wind-wildlife impacts as accelerating renewable energy meets clean energy demand. Housed in and administered by REWI, the Research Fund supports independent, peer-reviewed research; learn more at <https://rewi.org/renewable-energy-wildlife-research-fund/>.

Position Overview: The Research Fund Lead leads REWI's team that supports the Renewable Energy Wildlife Research Fund, working closely with Fund members, REWI's scientific, outreach/engagement, communications, and operations staff, as well as external contractors and stakeholders. The Lead's work is critical for leading the day-to-day efforts of the Research Fund and maintaining the scientific integrity of Fund-supported research. The Research Fund Lead maintains a suite of responsibilities requiring expertise in collaborative decision making, fundraising, process design, project and program management, and relationship management.

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 science and conservation leaders.

Key Responsibilities:

- Work with Fund and REWI leadership to consider the vision and possible futures of the Research Fund and ensure the Fund and REWI are well positioned for success
- Work with Fund leadership to maintain Fund strategy and ensure effective, efficient management of all aspects of the Research Fund, including functioning of all committees made up of Fund members that play a role in the leadership, decision-making, and day-to-day functioning of the Fund; coordinate with REWI technical and outreach staff in support of the Fund
- Oversee the work of the Project Manager who will support all Fund activities and be responsible for managing all REWRF research projects
- Develop annual Fund work plan and budget in consultation with Fund leadership for incorporation into overall REWI work plan and budget
- Facilitate the development and implementation of processes for the identification and prioritization of Fund research goals and outcomes, including how to incorporate goals and outcomes into the Fund work plan and project solicitations
- Lead solicitation processes by the Fund to select research projects for funding, including coordinating the drafting and review of requests for proposals or similar solicitation documents, developing and implementing processes to facilitate project selection based on guidance and input provided by Fund leadership, and ensuring selected REWRF projects are consistent with REWI's mission and research guidelines
- Oversee the fundraising process to confirm funding for priority research projects
- Contribute strategic input, content, and review of Fund outreach efforts to external stakeholders, including orchestrating opportunities for Fund and REWI leadership to conduct outreach on the Fund to target audiences and drafting and reviewing outreach materials
- Lead reporting efforts, with a focus on continual improvement, to Fund members and REWI stakeholders
- Oversee review processes for Fund project scopes of work, study designs, and deliverables to ensure work maintains the highest professional standards and scientific rigor.
- Ensure proper systems are in place and maintained to track and share information and support Research Fund activities

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

- Bachelor's degree with at least eight years of relevant work experience or Master's degree and at least six years of relevant work experience
- Specific knowledge and experience working in or with the renewable energy deployment industry; experience in renewables and wildlife/related natural resources preferred
- Expertise in collaborative decision making, process design, and/or facilitation
- Familiarity with non-profit fundraising, communications, and marketing
- A collaborative team member who is proactive, flexible, and able to manage staff and prioritize a variety of tasks
- Confidence forming relationships and communicating with senior leadership in a variety of companies and organizations
- Ability to maintain professional relationships with diverse stakeholders and manage conflicts and challenging issues
- Ability to think strategically and engage in strategic planning activities
- Excellent writing and oral communication skills, including ability to clearly communicate scientific information to technical and general audiences

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- Exceptional attention to detail and organizational and problem-solving skills
 - Proficiency with MS Office Suite (MS Outlook, Word, Excel, PowerPoint, and SharePoint) and remote conferencing platforms
 - Ability to work independently and remotely without regular supervision
 - Support for and interest in REWI's mission and eagerness to learn about REWI's programmatic work
 - Willingness to travel (~6 trips per year for staff retreats, Fund meetings, and other conferences and events)

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 non-profit program director.
- 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, and two writing samples here:

<https://rewi.knack.com/jobs>. Only complete applications will be considered. Applications received before May 21, 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.