

Job Opportunity:

Outreach & Stakeholder Engagement Lead

Full-time, Remote Position

Posted December 1, 2023

REWI is partnering with Talent Remedy on this search. We expect screening conversations with qualified candidates, which will be conducted by Talent Remedy, to begin in December.

About the Renewable Energy Wildlife Institute (REWI):

REWI is an independent, nonprofit science organization comprising leaders in the renewable energy industry, science and conservation 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 science 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 with a fundamental belief in our mission and dedication to our work.

REWI has a number of programmatic areas:

- Research including [Solar](#), [Wind](#), [Information Management](#), and the Renewable Energy Wildlife Research Fund ([REWRF](#)), an industry-led initiative housed in and administered by REWI that advances independent, peer-reviewed scientific research on solutions to mitigate solar and wind-wildlife impacts as accelerating renewable energy meets clean energy demand and
- Outreach, engagement, and communication that supports REWI's goals to foster collaboration and information exchange, with a focus on science needed to inform siting and permitting decisions, guidelines, and BMPs for the siting and operation of projects.

Position Overview:

The Outreach and Stakeholder Engagement Lead manages the strategic direction and implementation of the Outreach, Engagement, and Communications (OEC) program and team. The Outreach, Engagement, and Communications (OEC) team works closely with REWI's research and operations staff, as well as external contractors and stakeholders. As a key contributor to REWI's small team and provider of outreach and stakeholder engagement expertise, the Lead contributes day-to-day work to a variety of REWI projects, initiatives, and ongoing activities. The Lead maintains responsibility for ensuring coordination between outreach/engagement, communications, and REWI's other work. The Lead also supports the development and execution of organizational strategy to achieve REWI's mission.

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:

- Define, update regularly, and implement REWI’s outreach & engagement strategy and program, under the direction of REWI’s Executive Team and in coordination with other staff, Partners and Friends, state and federal agency staff, scientists, and others; lead development of the annual outreach, engagement, and communications work plans and budgets
- Manage the communications activities of REWI’s Communications Manager, including strategy, messaging and branding, updates to REWI’s website, LinkedIn posts, and other social media activities, news releases and press engagement, and the production of REWI’s biennial Progress Report.
- Manage REWI’s OEC Team and provide oversight of all related projects and initiatives, including distribution of responsibilities and overseeing engagement with external contractors
- Provide expertise and leadership in all organizational activities related to stakeholder engagement, outreach, facilitation, and collaborative decision making
- Lead event planning efforts (as coordinated by a Manager) for trainings, workshops, Wind Wildlife Research Meetings, Solar Symposia, Leadership Forums, and webinars, including development of agendas, speaker selection, engagement with planning groups, development of written content, communication with attendees, registration, marketing, sponsorship and facilitating event programs
- Support outreach and communications about REWI and REWRF publications (e.g., Proceedings, Technical Reports, Research Plans, Strategic Plans)
- Oversee and provide strategic input for engagement with Partners and Friends and other key stakeholders and groups
- As needed, support day-to-day work of outreach, engagement, and communications activities such as drafting and reviewing content, managing specific initiatives, and updating the website
- Lead efforts to raise funds for outreach, engagement, and communications activities and support development of fundraising proposals from other programs
- Lead the reporting on outreach, engagement, and communications activities to Partners and Friends, Board, Committees, and other target audiences
- Support research team engagements related to external conferences and events, funding opportunities, and key stakeholders
- Ensure proper systems and tools are in place and maintained to track and share information and support outreach, engagement, and communications 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
- Expertise in outreach, stakeholder engagement, collaborative decision making, and/or mediation & facilitation
- Familiarity with non-profit communications, fundraising, and marketing
- Confidence speaking in front of and facilitating groups
- Experience and expertise in using technology to facilitate outreach and collaboration (e.g., Microsoft Teams, Zoom, WordPress, Mailchimp)
- Familiarity with renewable energy as well as the relevant stakeholder communities

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- A collaborative team member who is proactive, flexible, and able to manage, mentor, and empower 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 written and oral communication skills, including ability to clearly communicate complex information to technical and general audiences
 - Exceptional attention to detail and organizational and problem-solving skills
 - Proficiency with MS Office Suite (MS Outlook, Word, Excel, PowerPoint, and SharePoint)
 - 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 (~6-10 trips per year for staff retreats, Board 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 candidate's experience and skills; the base salary range for this position begins at \$100,000.
- 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. 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 identity, 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.