Senior Policy Analyst for Climate Justice
Job Description/Opening

Timing: Begins on or around September 15, 2023
Location: Baltimore-Washington, DC, metropolitan area (preferred)

The Center for Progressive Reform is seeking a creative, resourceful, and collaborative leader who brings advocacy, research, networking, and management skills to our Climate Justice team. We are looking for candidates who have a deep commitment to inclusive and progressive environmental and economic policies that address historic and contemporary inequities.

The Center is advancing climate justice by centering racial and economic disparities in climate policy. We’re working with activists and advocates to elevate and amplify the climate concerns of overburdened and underserved groups. We seek to advance key climate justice policies at the state and federal levels — and prevent future climate policies from reinforcing existing inequities and promoting the interests of those who profit from climate change: the fossil fuel industry and its enablers. We develop research, policy tools, and strategies to inform decision-makers, allies, and support advocates representing fenceline and frontline communities in accelerating the development and implementation of climate policies and strategies that most meaningfully center environmental, social, and economic justice for communities vulnerable to the harmful impacts of climate change.

Responsibilities

The Senior Policy Analyst for Climate Justice has four core responsibilities:
● Offer strategy, leadership, and management to the Climate Justice team as we strengthen our multi-state and national program initiatives.
● In Maryland and other states where we are currently active, engage directly in advocacy efforts (policymaker engagement, communications, education, etc.) and support the advocacy of others (coalitions, peers, frontline communities, etc.).
● Lead and oversee research and analysis, often in collaboration with Member Scholars, on strategic topics.
● Contribute to fundraising efforts by engaging donors, as well as drafting proposals and reports.

The Senior Policy Analyst will manage a team of two to three staff, work collaboratively with other policy analysts and communications staff, and engage Member Scholars by drawing on
their expertise and promoting their public messaging in furtherance of the Center’s goals. The Senior Policy Analyst reports to the Executive Director.

Specifically, the role includes the following responsibilities:

**Team Leadership (25%)**
- Develop external relationships, help position our organization, and provide strategic direction to advance the goals of the Climate Justice program.
- Manage and support staff in state-based policy advocacy and research (currently California, Louisiana, and North Carolina). Support staff on other state work as it relates to climate justice (currently Virginia and Pennsylvania).

**Policy Advocacy and Collaboration (40%)**
- Lead policy advocacy and collaboration with climate justice peers and allies in Maryland on identified program strategies
- On relevant energy, climate, and climate justice policy issues in Maryland and other identified states, contribute to advocacy efforts and strategically cultivate relationships related to legislation, rulemaking, agency programs and policies, and enforcement trends
- Serve as an organizational spokesperson on energy, climate, and climate justice policy issues
- Participate and provide expertise in coalitions and networks with state and national stakeholders and funders to provide expertise and promote research findings
- Collaborate with research partners and key stakeholders, peer and community organizations, and other stakeholders, at times offering leadership and at times support, and serving as a connector between policymakers and affected communities

**Research and Analysis (25%)**
- Lead research, data collection, and analysis with Member Scholars and other staff on identified research
- Collaborate with communications colleagues, Member Scholars, and other staff to write clear, compelling, concise, and accessible blog posts, social media content, op-eds, fact sheets, and reports for publication to a variety of audiences
- Develop and execute strategies for distributing the climate justice team’s written work through outreach to policymakers, advocates, academics, partners, and allies

**Other responsibilities (10%)**
- Contribute to fundraising efforts through donor relationships, grantwriting, and reporting
- Offer organizational leadership on identified projects and contribute to team-based solidarity
- Join weekly staff calls and monthly in-person staff meetings, actively participate in organizational activities, and contribute to an atmosphere of inquiry, collaboration, and activism
- Seek collaboration opportunities with other staff

**Knowledge, Skills, and Abilities**
Qualified candidates will possess the following:
• Demonstrated commitment to the public interest community and the Center’s mission
• Strong substantive knowledge of climate and environmental law and policy, particularly their relation to climate change and racial justice
• Significant experience working in energy or climate policy or related advocacy and coalition-building at state or national levels. Working relationships with key actors and networks in Maryland is a big plus
• Nuanced understanding of how race, class, gender, and geography intersect with public policy process and outcomes
• Demonstrated excellence in research, writing, and advocacy, including experience interpreting, synthesizing, and communicating effectively about complex matters of law and policy
• Exemplary verbal and written communication skills, with attention to detail and demonstrated success in writing clear, concise materials that are accessible to a variety of audiences
• Practical understanding of how to leverage social media platforms to support advocacy efforts
• Excellent interpersonal skills and a collaborative working style, with proven experience working with overburdened and underserved communities
• Demonstrated commitment to diversity, equity, inclusion, and justice in a team setting
• Creativity and a desire to learn, grow, and support others
• Relationships with the philanthropic community and proven success in fundraising are highly valued

Qualifications
• 5+ years of experience showing progressively increased and deepened responsibilities in the fields of public policy research and advocacy or related work
• An advanced degree in a relevant field (i.e., law, public health, public policy, etc.)
• Supervisory experience

Location and Travel
This is a fully remote position. The Center operates in a virtual work environment with employees working from their home offices. A proven ability to work from home and collaborate with others remotely is strongly preferred.

The preferred location is in the greater Baltimore-Washington, DC, metropolitan area, though we will consider candidates in other locations. The candidate can expect attendance at relevant Maryland and Washington, DC-based events (legislative hearings, agency hearings, coalition meetings, etc.). For staff in the MD/DC/VA area, the Center hosts monthly in-person staff meetings with others joining remotely. Other program travel will be occasional (2-4 days every two months), and the ability to travel is required.

The Center is a member of the Open Gov Hub in Washington, DC, which offers work and meeting space, as well as other resources for its members.

Schedule
Employees work 40 hours per week, normally Monday through Friday, with the flexibility to accommodate other life commitments. Employees may spend extended periods at a computer.
Compensation and Benefits

**Salary:** The salary range for this position is $80,000 to $90,000 per year, commensurate with experience.

**Benefits:** The Center contributes to the cost of health and dental insurance, including employee dependents. Premiums are deducted from employee paychecks on a pre-tax basis. Full-time employees may participate in a 401(k) retirement plan with automatic 2 percent contributions from the Center. The Center offers generous vacation, holiday, personal, parental, and sick leave.

**How to Apply**

To apply, please send a cover letter explaining your interest in this position, resume, brief writing sample, and, if applicable, links to your work reflecting your qualifications to climatejustice@progressivereform.org. We will consider applications on a rolling basis until the position is filled. All applications will be acknowledged promptly. No phone calls, please. This job announcement can also be found at https://progressivereform.org/careers/.

If you require alternative methods of application or screening, please send an email request to hiring@progressivereform.org.

**Start Date:** September 15, 2023, or when the position is filled.

**Background**

The Center for Progressive Reform is a nonprofit research and advocacy organization that harnesses the power of law and public policy to create a responsive government, a healthy environment, and a just society. Our national network of legal scholars joins a professional staff of analysts, advocates, and communications professionals to advance our mission.

Our scholars and staff bring deep expertise to the public policy arena, from translating scholarly legal work for policymakers, publishing op-eds in leading news outlets, testifying before Congress and state legislatures, weighing in on regulatory proposals, working with the media, collaborating with like-minded organizations, and helping the public engage with the policy process.

The Center is committed to the principles of diversity, equity, inclusion, and justice. Visit our website to read our commitment, which all staff work to further.

The Center for Progressive Reform is an inclusive employer committed to employment and promotion opportunities for all qualified persons without regard to race, color, age, religion, sex, marital status, sexual orientation, gender identity, national origin, citizenship, military or veteran status, the presence of any sensory, mental or physical disability, pregnancy and childbirth, family responsibilities, or any other basis protected by applicable laws, regulations, or guidelines relating to discrimination in employment. We value diverse and new perspectives and are dedicated to creating opportunities for populations who are historically underrepresented in law, policy, and science. We are also working to build an inclusive workplace where everyone may
thrive. To read more about our commitment to diversity, equity, inclusion, and justice, visit our website.