

Position Title: Manager, Climate for Health

ORGANIZATION & PROGRAM BACKGROUND

ecoAmerica is a 501(c)(3) non-profit that uses research and strategic partnerships to create large-scale engagement programs that build awareness, understanding and action for climate and sustainability solutions among mainstream Americans. Founded in 2006, we have a core expertise in consumer marketing and focus on building the base for climate and sustainability solutions by connecting them to the core values and day-to-day concerns of Americans. Further information on our organization and programs is available at www.ecoamerica.org.

ecoAmerica is working to build a critical mass of institutional leadership, public support, political will and collective action for climate solutions in the United States. We develop and manage sector-based programs for the health, faith and communities' sectors, empowering networks of trusted leaders and institutions to lead by example and engage their stakeholders on climate action. Our goal is to put America on an irrefutable path to clean energy, leading toward a more sustainable and just future.

POSITION SUMMARY

The Manager, Climate for Health plays a lead role in supporting ecoAmerica's Health sector program as it expands its work with America's leading national health executives and institutions to elevate climate change as a visible priority, build climate literacy, engage organizations and congregations to communicate and lead on climate solutions, and collaborate for collective impact. The incumbent reports to the Director, Climate for Health and works with other staff and management to successfully cultivate, activate and support leaders and partners in a timely and cost-effective manner. The incumbent develops and coordinates program and partner content and communications to support the program. The Manager, Climate for Health will be an effective internal and external collaborator, project coordinator, writer

and content developer, and have strong knowledge and experience within the health, and preferably, climate, fields. Candidates should forward their resume and a cover letter to: hrcareers@ecoamerica.org

MAJOR RESPONSIBILITIES

The Manager, Climate for Health will work with the Director, Climate for Health, network management team, and the ecoAmerica marketing team on:

- (30%) Program Content Development: develop marketing and program materials including media releases, website content, success stories, blog posts, talking points, leadership profiles, social media, and other original content.
- (25%) Program/Project Coordination: Conduct research on prospective partners, develop meeting briefings. Coordinate program and partner activities including tracking follow-up items, partnership agreement deliverables, flagging issues, noting next steps, and coordinating with partners and internal staff as appropriate.
- (25%) Partnership Content Development: develop or customize program materials to support recruitment and activation of partners, including mockups of their websites, toolkit and training/educational resources, blog posts and other marketing materials.
- (10%) Program Communications: Produce and coordinate partner blog posts and newsletters with marketing.
- (10%) General Participation in organizational, departmental, and program planning and implementation meetings and perform related work. General organizational responsibilities
- Participate as a professional and positive member of the organization by contributing to activities that support ecoAmerica's overall

mission and success.

- Report on work activities and results as directed.
- Participate with ecoAmerica and network management in the implementation of organizational and cross sector strategies, plans and activities.
- Participate in staff and other organizational meetings to review progress and deliverables, share knowledge, and to collaborate on ecoAmerica activities.
- Help develop program budgets and forecasts.

QUALIFICATIONS, KNOWLEDGE SKILL REQUIRED (Minimum education and experience needed to perform the job adequately)

- Strong background in public health and/or health field, including: current health landscape and trending priorities; climate and health impacts; health communications, health and medical association and organizational infrastructure
- Ability to communicate with national health leaders, executive-level and program staff, within professional health associations and organizations
- Knowledge of climate change issues, policies, science and solutions
- Ability to develop original content and communications targeted toward diverse health audiences on climate change and solutions that inspire and empower them to act, applying ecoAmerica's research-driven communications guidance
- Strong and efficient writing skills: ability to create communications including media releases, blogs, social posts, thought pieces,

success stories for media, the public and other audiences

- Ability to conduct outreach and liaison with a wide range of health partners, institutions and leaders, supporting their goals while ensuring ecoAmerica's success
- Highly organized and strong attention to detail
- Work in a matrixed management structure, and thrive in a dynamic and growing environment
- Excellent, efficient skills across multiple platforms, including Microsoft Office Suite (including excellent PowerPoint and document formatting skills) and Google Docs
- College degree required; advance degree preferred and 4-6+ years related work experience
- Commitment to climate and environmental solutions and ecoAmerica's mission

ADA SPECIFICATIONS (Physical demands that must be met in order to successfully complete the essential functions of the job) This position is largely sedentary in nature however one must possess the ability to speak, hear, and write as well as the ability to use a computer and related software programs, and lift up to 35 lbs. A small amount of regional or national travel may be required (up to 10 percent). The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Management reserves the right to modify, add, or remove duties and to assign other duties as necessary. In

addition, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.