

## Job Announcement

### Community Programs Director

Renewable Energy Alaska Project (REAP) is seeking a Community Programs Director with direct experience working with rural Alaskan communities and/or in the Alaska energy sector to lead and manage REAP's initiatives focused on workforce development and community capacity development. The Community Programs Director will bring a broad perspective and a multidisciplinary approach to coalesce a variety of REAP programs.

**Location:** Anchorage, Alaska, with occasional travel across Alaska. The Community Programs Director will have the opportunity to work from home part-time in the greater Anchorage area, with occasional in-person meetings and travel, as required. Full-time office space is available at REAP's office in The Boardroom at Denali Tower in Midtown Anchorage.

**Responsible to:** The Community Programs Director reports to REAP's Executive Director and will work closely with REAP's Deputy Director and other program staff.

**Background: Renewable Energy Alaska Project (REAP)** is the only non-profit in Alaska with a statewide focus on renewable energy and energy efficiency education and advocacy. Based in Anchorage, REAP is a coalition of over 60 electric utilities, businesses, clean energy developers, conservation groups, Alaska Native organizations, educational institutions and local governments. Since its founding in 2004, REAP has worked to educate policy makers and the public through collaborative outreach, presentations, conferences, public forums, earned media, in-person meetings and other events. Visit <http://alaskarenewableenergy.org> to learn more.

REAP is a leader in energy education, workforce development, and community capacity support and is working to holistically apply these focus areas when engaging with communities across the state. REAP works closely with national laboratories, the U.S. Department of Energy and other partners to offer specific programs that coordinate training for stand-alone rural utilities; connect communities with and facilitate access to robust technical assistance from national experts; provide community energy planning support; act as the energy expert for the Sustainable Southeast Partnership; and build and promote clean energy career pathways through workforce partnerships. This role would provide strategic direction and supervision of REAP's related community programs and staff in order to facilitate further collaborations across programs, partners, and communities.

#### Key Responsibilities Include:

- Providing direction on respective program scopes, goals, deliverables, contracts and general workflows
- Supporting program staff to achieve program goals and deliverables
- Ensuring REAP's capacity building programs meet performance indicators in REAP's annual Work Plan
- Identifying and pursuing opportunities to expand the reach and depth of REAP's capacity development work
- Work with funders, other nonprofits, state and federal agencies, and member organizations to connect and grow REAP's capacity building programming
- Leading strategic visioning and planning for REAP's community capacity building work
- Streamlining internal and external collaborations



- Analyze, report, and present on community programs' effectiveness for local, regional, state, and federal stakeholders
- Coordinate with statewide partners
- Advocate for and enact high-quality community energy support services

**Minimum Qualifications:**

*We seek all dedicated people who believe they have the skills and ambition to succeed at REAP to apply for this role. Ideal candidates will demonstrate a strong interest and passion in climate and energy issues, strong critical thinking skills, and a desire to learn about Alaskan culture and energy ecosystems.*

- Five years of relevant work experience
- A successful history of managing multiple programs simultaneously and/or management/supervisory experience
- A highly organized approach to work
- Strong leadership, communication, and interpersonal skills
- Ability to receive, synthesize, and deliver information quickly
- Strong written and verbal communication skills
- Knowledge of, or experience working in, rural Alaska and/or the energy field
- Knowledge of, or experience working in, the energy field

**Additional Preferred Experience:**

- Understanding of rural Alaska utilities and diesel powerhouses
- Experience identifying and applying for federal funding opportunities
- Familiarity with workforce development in Alaska and training opportunities
- Experience working with tribal, state, or federal entities
- Experience working with non-profits

**Working Conditions:** At times, the Community Programs Director may work in remote locations in variable weather conditions on difficult terrain, and under physically demanding circumstances. This position will require travel by jet and small plane.

**Compensation:** This is a permanent full-time position. Salary is \$85,000-\$95,000+, depending on experience and qualifications. The position receives paid personal leave and holidays, no-match required 15% retirement contribution and optional access to a health benefit, as well as personal communication expense reimbursements and a continuing education budget.

**Application Process:** Incomplete applications will **not** be considered. Please email the following **five items** to Greg Stiegel at [gstiegel@realaska.org](mailto:gstiegel@realaska.org)

- 1) cover letter
- 2) résumé
- 3) at least one letter of recommendation
- 4) 2-4 additional references
- 5) writing sample

**Application Deadline:** Applications for this position will be accepted until 5:00 pm, AKDT on Friday, January 3, 2025