

**City of Atlanta
Mayor's Office of Resilience
Vehicle Electrification Fellow**

*The Mayor's Office of Resilience, in partnership with the Electrification Coalition (EC), is seeking applications for a **Vehicle Electrification Fellowship** focused on advancing Atlanta's growing Alternative Fuel Vehicle program. This is a 14-month position. The position will be housed within the Mayor's Office of Resilience with funding provided through the EC. The fellowship offers a supportive mentoring environment for career development with one of the leading cities for electrifying municipal fleets and one of the leading advocacy organizations for accelerating the mass adoption of electric vehicles (EVs).*

Essential Duties and Responsibilities

We are seeking an individual to help expand Atlanta's Alternative Fuel Vehicle (AFV) program, with an emphasis on EVs. The Fellow's scope will include advancing opportunities for EVs both internally within municipal operations and externally throughout the City. Duties and responsibilities will include:

- Coordinating information sharing between the Electrification Coalition and the City of Atlanta;
- Developing policy options to drive EV adoption;
- Coordinating with the City's Procurement Department to identify opportunities for expanded EV use through the City's contracting process;
- Coordinating with the U.S. Sustainability Directors' Network, Climate Mayors, and the Georgia Municipal Association on peer learning and exchange of best practices related to municipal EV programs;
- Helping Atlanta city staff implement initiatives related to an electric vehicle car share and America's City Climate Challenge;
- Identifying and implement ways to increase the number of EVs in the municipal fleet, and increase the number of electric miles driven;
- Identifying funding opportunities through marketing and private sector investment to build an EV infrastructure for the city in partnership with Georgia Power Company and the private sector;
- Analyzing telematics data and deliver periodic data monitoring;
- Providing in-depth summary report and recommendations for fleets based on telematics data;
- Working with Electrification Coalition Business Council Member fleets;
- Participating in national and local conferences and meetings with organizations dedicated to expanding EV and AFV use;
- Examining opportunities to expand Atlanta's CNG and alternative fuel usage, including CMAQ funding through the Department of Transportation and Department of Energy program grants; and
- Supporting the deployment of special projects and programs.

Ability to:

- Maneuver and liaise within a government agency, between Office of Resilience staff, elected officials and fleet decision makers.
- Take initiative and keep abreast of changes in policy.
- Assemble information and make written reports and documents in a clear, concise, and effective manner.
- Comprehend, interpret, and apply regulations, policies, procedures, and related information.
- Meet deadlines, work under time constraints, and manage multiple projects.
- Demonstrate a detail-orientation and thoroughness to assignments and a high degree of accuracy.
- Identify and apply for relevant grant opportunities.

Skill Sets:

- Strong analytical, critical thinking and problem-solving skills.
- Strong oral and written communication skills to effectively convey technical, programmatic and financial information in a clear and understandable manner to a broad audience.
- Good organizational, human relations and technical skills.

Minimum Qualifications

- Bachelor's degree, preferably in a field related to Alternative Fuel Vehicles.
- Professional or community experience with EV or AFV related companies or organizations.

Salary and Benefits

- This is a full-time, contract position
- Salary commensurate with experience
- 3 weeks paid time off
- Health care package which currently has the option to cover 100% of the premium for you and your dependents
- Long-term disability
- Retirement plan, which has a 3% employer match

Application Instructions:

- Please submit resume and cover letter to nswalnick@electrificationcoalition.org before Friday, November 9.

Electrification Coalition: The [Electrification Coalition](#) (EC), a sister organization to Securing America's Future Energy, will coordinate all aspects of this plan and engage relevant third parties for implementation. The EC is a nonpartisan, not-for-profit dedicated to accelerating the adoption of electric vehicles on a mass scale in order to combat the economic, environmental and national security dangers caused by our nation's dependence on oil. The EC has extensive on-the-ground experience working on the [Smart Columbus](#) program, [Drive Electric Northern Colorado](#), [Drive Electric Orlando](#), and the [Rochester EV Accelerator](#). The EC is also working with cities around the country to conduct fleet electrification readiness assessments (e.g., for the city of Austin, TX).

City of Atlanta, Mayor's Office of Resilience: The Mayor's Office of Resilience works to make Atlanta more resilient to the physical, social, and economic challenges that are a growing part of the 21st century. For the City of Atlanta, working to be more resilient entails reconciling the city's developmental goals with its environmental limits over the long term. The Office works with all city departments and leadership to encourage policy development and reform.