



1111 19th Street NW Suite 406  
Washington, DC, 20036

[www.ElectrificationCoalition.org](http://www.ElectrificationCoalition.org)

**Position:** Program Manager

**Team:** Electric Vehicle Programs

**Locations:** Northeast U.S. for remote work, with preference given to candidates who can work out of Washington, D.C. office location

Are you a motivated professional seeking an opportunity to combine your interests in project management and alternative transportation? Do you enjoy activating and working with diverse stakeholders toward a common goal? Can you use your keen organizational skills and awesome attention to detail to benefit a growing team of motivated colleagues?

**We Have:**

- A one-year opportunity for a program manager to join our team and take a leadership role in electrifying the nation's capital - Washington, D.C. (future years of employment depending on additional funding). The current funding to support the position is at least one year with an opportunity to extend.
- A fantastic team of electric vehicle (EV) experts working together to decrease U.S. dependence on oil and achieve economic and environmental benefits through widespread transportation electrification.
- A growing programs team helping to transform the EV market with implementation programs and EV-friendly policy at the local, state, and national levels during a critical juncture for the EV industry.
- A great, modern office space in Washington, DC., with the potential for remote work in strategically located states. We are also strictly following recommendations to prevent COVID exposure.

**You'll Work On:**

- Leading an innovative and transformative EV Roadmap Document: Lead a team of experienced staff and external stakeholders in completing an influential transportation electrification roadmap for the city of Washington, D.C.;
- EV Accelerator Communities: coordinate a nation's-first statewide competitive grant program to support community-wide EV programs in various regions in the Northeast; including EV techniques to engage and activate stakeholders across the entire EV ecosystem (dealerships, governments, utilities, developers, large employers);
- Support EV analysis: Evaluate current EV market, make projections as to the future penetration rates of EVs, and map out a pathway to accommodate growth in new sales;

- Organization representation: Attend external events as a representative of the EC and the city's EV roadmap team, raising awareness of the EC's work, and build relationships with relevant parties;
- Support other departments: Provide programmatic and policy support to the EC's development and communications departments as required.

#### **About You:**

- You have at least 3 years of direct program or project management experience. You are skilled at managing teams located offsite.
- You're super passionate about alternative transportation and have ideally worked in this space for at least 2 years.
- You have experience with research, data analysis, and report writing. **GIS skills are highly desired but not required.**
- You have strong organization skills and are great at working independently as well as part of a team.
- You have excellent written, verbal and presentation communications skills.
- You have demonstrated the ability to collaborate with colleagues and outside organizations and be able to multitask without sacrificing quality of work.
- You have an awesome ability to work at a fast pace, under pressure to meet deadlines.
- You love working as part of a team and to foster a cooperative, team-oriented work environment.

#### **More Background on This Position**

The EC's Program Manager will help create a city-specific roadmap and the programmatic conditions needed to expand community-level adoption of EVs. As cities call on the EC to advance EV programs and support the development of critical EV policies and programs such as infrastructure planning and investments, fleet purchasing requirements, utility rates, building codes or other measures, the Program Manager will engage with key constituencies and decision-makers to create these pathways.

This position is responsible for representing the EC and our preferred policies and programs to leaders and members of communities such as state agencies, municipalities, a diversity of NGOs, the media, and the general public.

The EC is committed to creating a diverse environment and is proud to be an equal opportunity employer. Diverse candidates are encouraged to apply!

#### **What Are You Waiting For?!**

To submit your application for this position please send a cover letter and CV to Annie Freyschlag, Consultant: [afreyschlag@electrificationcoalition.org](mailto:afreyschlag@electrificationcoalition.org) .

### **About The Electrification Coalition**

The Electrification Coalition (EC) is a national, nonpartisan not-for-profit organization committed to promoting policies and actions that facilitate the accelerated deployment of electric vehicles (EVs) on a mass scale. For more than 10 years, the EC and its sister organization, Securing America's Future Energy

(SAFE), have sought to reduce our nation's dependence on oil – which is currently responsible for powering 92 percent of our transportation system.

The last two years have been an exciting time for the EC, as we have created and contributed to some of the most innovative public-private partnerships in transportation electrification, including our work on behalf of the American Cities Climate Challenge, the award-winning Climate Mayors EV Purchasing Collaborative, the Smart City Challenge and numerous other initiatives. The EC also leads and supports a broad suite of policies and initiatives at the federal, state, and local levels that are contributing to the accelerated electrification of the transportation and mobility sector.