



Senior Director, EV Programs

Location Flexible; Headquarters in Washington, D.C.

About the Electrification Coalition Foundation

The [Electrification Coalition](#) (EC) is a nonpartisan, not-for-profit group committed to promoting policies and actions that facilitate the deployment of plug-in electric vehicles (EVs) on a mass scale to combat the economic, public health, and national security dangers caused by America's dependence on oil. Coalition supporters represent the entire electrified transportation value chain, positioning the organization as a dedicated rallying point for an array of electrification allies.

Together with partner organization Securing America's Future Energy (SAFE), the EC has dedicated the past decade to developing an expanding body of nationally and internationally recognized work in the smart mobility sector. Building on the strong foundations of our early work across the United States, the EC continues to develop and improve the rationale and proven models to accelerate EV adoption, reduce U.S. oil dependence, and create programs for implementation that are both scalable and replicable nationwide. Because of this commitment, the EC is well positioned as a thought leader and program innovator in transportation and mobility solutions. To minimize the two primary barriers to the rapid increase in consumer EV adoption — cost and familiarity — the EC is growing its presence across the country to make the case for reducing EV-related costs and providing greater hands-on exposure to the benefits of driving electric.

Even as our footprint continues to grow thanks to our record of success in EV adoption and policy advocacy, the EC still maintains the agility and commitment to our mission of strengthening American energy security through the electrification of our transportation sector. For more information, visit electrificationcoalition.org.

The Opportunity

The EC seeks a Senior Director, EV Programs to manage the planning and execution of projects that support the accelerated adoption of plug-in electric vehicles through fleet electrification and consumer adoption programs and policies. The Senior Director integrates the activities of multiple corporate and public sector partners, consultants, and staff, working closely with all stakeholders to ensure continued progress toward project goals. The position is responsible for developing and meeting project metrics. In addition, the Senior Director, EV Programs will support the organizational operations and significant parts of the personnel management for the EC. The Senior Director will be a key member of the EC team, working closely with the National Director, Senior Director of EV Policy, and CEO. The Senior Director also develops strategic partnerships with existing and potential EC partners by presenting at conferences and events to increase the presence of the organization in the broader electric vehicle community. This position reports directly to the National Director of the EC.

Key Responsibilities

- **Program Conceptualization, Goal Setting, and Strategic Program Design:** Lead the development and implementation of EC projects, which includes creating and managing program/project budgets,

designing project management plans, writing job descriptions, determining needed resources, and managing the program onboarding process.

- **Project Direction, Resource Oversight and Goal Tracking:** Evaluate and adjust project management plans for continuous improvement, report on outcomes to organizational leadership and funders, control expenses, and uphold organization policies and standards. Responsible for managing outside project partners and consultants when they are resourced to a project to aid in achieving project goals.
- **Personnel Director:** Create and direct EC's national programs with a hands-on approach, responsible for the success of the team in meeting program goals as well as adhering to quarterly plans and campaigns, allocating staff time to the appropriate programs, maintaining an environment that motivates and inspires staff meet both organizational and professional development goals, conducting performance reviews, and ensuring that daily and weekly priorities are contributing directly to project milestones, KPIs, and goals.
- **Technical Expertise and Thought Leadership:** Provide EC staff, partners, and stakeholders with support and knowledge of electric vehicles and the EV market, public and private fleets, charging infrastructure, procurement policies, major players in the space, technological and industry developments, transportation legislation and strategic best practices to advance the national and international reputation of the Electrification Coalition.
- **Stakeholder Engagement and Fundraising:** Craft and implement strategies to market and scale innovative transportation electrification programs. Engage partners and partner resources to support the goals/missions of select projects for the EC. Write original content and manage processes, deadlines, and timelines for proposal writing, grant applications, and other funding opportunities.
- **Liaise within SAFE/EC Departments to Support Program Goals:** Direct staff from multiple departments to contribute to EC projects and meet defined goals and timelines such as the process for proposal writing, developing budgets and spend plans, conducting policy analysis, and devising communications strategies for public relations campaigns.
- **Outreach and Expanding Partnerships:** Participate/present at conferences, events and webinars, and evaluate collaborative opportunities with external organizations. Identify and pursue additional opportunities to develop partnerships with stakeholders and companies to support the goals and mission of the EC.

Professional Skills and Qualifications

- Demonstrated technical knowledge, positive reputation, and well-documented connections in the electric vehicle industry.
- Advanced degree, Project Management Professional certification, or equivalent work experience preferred.
- 7 to 10 years of experience staff management and program oversight or equivalent experience.
- Direct project management and program development experience.
- Demonstrated ability to support broad stakeholder engagement.

- Direct experience managing all parts of a program including: communications, administration, planning, budgeting, recruitment, events, and organizational brand identity.
- Ability to manage multiple program elements, consultants, and staff.
- An adaptable and flexible nature that can change projects quickly but still hold priorities.
- Ability to work both independently without close oversight, but also to be a team player who will productively engage with others at varying levels of seniority within and outside of SAFE/EC.
- Strong entrepreneurial/opportunistic approach to work and programs.
- Strong organizational and time management skills with exceptional attention to detail.
- Excellent verbal and written communication skills.

Salary/Benefits

The opportunity garners a competitive salary and benefits package.

To Apply

Please send a cover letter and resume to careers@electrificationcoalition.org with subject "Senior Director, EV Programs."