



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

www.ElectrificationCoalition.org

Position: Program Associate - Freight Electrification

Team: Electric Vehicle Programs

Location: Remote.

The Opportunity

Innovations must be launched to achieve widespread transportation electrification to reach diverse sectoral applications in new ways. One such application -- the freight sector, is rapidly becoming a critical opportunity for revolutionizing transportation. The Electrification Coalition (EC) is pioneering an effort to drive this transition. We seek a highly skilled and entrepreneurial Program Associate to support this effort, including innovative program development and effective implementation. Our ideal candidate brings a suite of leadership skills, including a creative work style ready to engage with new program areas. Additionally, successful candidates thrive in an environment with a dynamic team that is highly mission driven. The position reports to the Senior Manager, E-Freight and Special Projects.

You will work on

- **Supporting the EC Freight Electrification Program:** Support a team in developing and implementing an effort to electrify freight across the U.S., support pilot programs, policy analysis and advocacy, market development strategies, technical assistance, and public/private sector partnerships.
- **Writing and reviewing:** Ongoing program documentation including reports and papers.
- **Corporate engagement:** Including ongoing engagement with the significant network of partners the EC has already established and continuing to build upon this to strengthen our freight work.
- **Thought leadership and organization representation:** Contribute to technical documents and white papers, attend and present at external events as a representative of the EC and our Freight Electrification program, raising awareness of the EC's work, and build relationships with relevant parties.
- **Organize events:** Including online forums, webinars, and occasionally in-person events.
- **Work inter-departmentally:** Support the development and communications divisions to provide support as required.

About You

- You have at least 1-3 years of experience in nonprofit, energy, electric vehicle, freight electrification, transportation, government, policy, or political field (preference for candidates with experience in an electric vehicle-related field).
- You have experience with research, data analysis, and report writing.

- You have strong organizational skills and are great at working independently as well as part of a team.
- You enjoy convening stakeholders and team members around a common mission.
- You have excellent written, verbal and presentation communications skills.
- You can present at conferences and facilitate Zoom/ Teams' meetings.
- You have demonstrated the ability to collaborate with colleagues and outside organizations and be able to multitask without sacrificing quality of work.
- You are comfortable with handling project management software such as Monday.com.
- You have experience facilitating complex processes.
- 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.
- You are skilled at working in a remote environment and consider yourself a team player as well as an excellent collaborator.
- You have a strong entrepreneurial/opportunistic approach to work and programs.
- You have a baseline knowledge of electric vehicles, energy policy, energy security, and/or transportation policy (not required). Preference will be given to candidates who have knowledge of freight electrification.

More Background on This Position

The Program Associate, Freight Electrification will help develop the EC's Freight Electrification program. As the EC works to advance the electrification of the goods movement industry and support critical EV policies and programs, the Program Associate will engage with key constituencies and decision-makers to create pathways to accelerate freight electrification. Engagement could include supporting pilot projects to catalyze freight electrification at scale, developing a community of practice for electrification within the goods movement industry, and using communications and advocacy tools to increase adoption of heavy duty EVs.

This position represents the EC and our preferred policies and programs to leaders and members of communities such as state agencies, local governments, a diversity of NGOs, the business community, the media, and the general public.

The EC is committed to creating a diverse environment and is proud to be an equal opportunity employer.

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.

Compensation

The opportunity garners a competitive salary and benefits package, \$50,000-65,000 in Washington, D.C. Salaries are localized to applicant's geographic location. We are open to both experienced and newer candidates; the offer will be reflective of a candidate's individual experience level.

Benefits

- Health insurance (medical, dental, and vision coverage)
- Short-term & Long-term disability
- Retirement Plan (401k/Roth offered)
- Life insurance

- Flexible Spending Account
- Paid time off (PTO)
- Cell Phone Allowance

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 ten 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 several years have been exciting 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 supports a broad suite of policies and initiatives at the federal, state, and local levels contributing to the accelerated electrification of the transportation and mobility sector.

The EC is an equal opportunity employer. We are committed to diversity and creating an inclusive environment for all employees. We encourage job seekers of all backgrounds to apply.

COVID-19 considerations:

We are continuing to fill our open positions and will be conducting all interviews via video conferencing and phone. For any new staff hired during this period, we will discuss telecommuting and remote work options as we continue our work.