



**Position Announcement:
Workforce Development Project
Manager**

Organization Overview:

The Alliance Center envisions a sustainable and equitable future in which all communities thrive, democracy is strong, the economy works for everyone and the planet is healthy. To realize this vision, The Alliance Center demonstrates sustainability in action and mobilizes change agents to accelerate solutions. Visit (www.thealliancecenter.org) to learn more.

The Alliance Center has three main strategies to advance our mission and vision:

1. Grow the capacity of change agents advancing critical sustainability solutions through the *Nonprofit Center*.
2. Mobilize our network of change agents to combat climate change and accelerate the transformation to an equitable and regenerative society through the *Regenerative Recovery Coalition*.
3. Pilot innovative solutions to sustainability and health challenges utilizing our building as a demonstration site through the *Living Lab* program.

Background:

The need for sustainable climate solutions, coupled with investments in new and innovative technologies, are leading to the rapid electrification of our energy systems. As the nation makes its transition to renewable energy sources, the demand for a skilled workforce to fill new and existing job vacancies will only increase. Building this workforce in Colorado will require strong public and private partnerships to ensure that job seekers have access to high quality training opportunities. Training opportunities in the clean energy sector can unlock multiple pathways to employment in well-paying, dignified jobs. Currently, there are many barriers to communities of color and rural communities in accessing career and technical education programs that focus on clean energy. Public and private sectors will need to remove these barriers to ensure that traditionally underserved communities have access to the jobs of the future.

The Alliance Center's [Regenerative Recovery Coalition \(RRC\)](#) is leading a three-pronged approach to equitable workforce development to accelerate the transition to clean energy in Colorado. To date, The Alliance Center has fundraised nearly half a million to support this project. The Workforce Development Project Manager (Manager) will be tasked with leading this effort. Before applying, please review the full project proposal, outlined [here](#).

Overview of the Position:

The Workforce Development Project Manager will be responsible for carrying out a statewide workforce development project to upskill, reskill and next skill the Colorado workforce into the clean energy economy (i.e., building and transportation electrification, weatherization, renewable energy generation, battery storage and energy efficiency). This position will act as a project manager and serve as the liaison between the numerous workforce partners of the RRC, state and local workforce boards. While direct service is a potential growth area for this program, the Manager will first need to prioritize alignment and action with the current partners as well as recruit more partners to the project. The Manager will continue to build partnerships with industry, NGOs, community institutions, government agencies, businesses, higher education and credentialing agencies to build workforce pathways, with a focus on recruiting job seekers in the following populations:

- Emerging youth who have recently graduated high school or are about to graduate
- Communities of color
- Rural communities that are in transition from oil, gas and coal

The Manger will also be responsible for working with partners to address gaps within current training programs to prepare for the electrification of the built environment and transportation infrastructure, and carrying out implementation for current and future grant awards. This is a unique opportunity that will allow you to join a trailblazing network of change agents who are working to build Colorado forward towards a more equitable and climate smart future!

Responsibilities and Activities:

Relationship Building and Outreach

- Establish and maintain robust partnerships with employers, businesses, workforce development agencies, NGOs, education institutions, and training providers.
- Build meaningful relationships with stakeholders in all three of the target populations listed above.
- Represent the RRC and The Alliance Center at workforce and industry events, meetings and other opportunities to elevate our work and goals.
- Help to lead focus groups with job seekers in priority populations to inform recruiting and communication collateral.

Project Development, Implementation and Metrics

- Build upon and execute the workforce development project proposal to reach more job seekers across the state.
- In partnership with the RRC Director, develop and meet annual objectives that are measurable and will achieve high impact for job seekers and related partners.

- Work with partners to identify training and employment gaps, promote training programs to diverse audiences and identify solutions to workforce needs.
- Act as the liaison between community institutions for job seeker recruitment and placement.
- Identify the various employment pathways that are available in the clean energy sector and related trades, and be able to communicate these effectively.
- Help to design a communication campaign to destigmatize the skilled trades that is informed by the needs of target job seeker populations.
- Work with employers and industry to offer more apprenticeship and hands-on training opportunities.
- Adhere to funding requirements for all workforce development grants, including timely reporting for grants.
- Develop and manage budgets to track incoming funds and expenditures.
- Stay abreast of changes and needs within the industry.
- Work with the RRC Director and members to generate policy ideas to build the workforce of the future.
- Monitor and respond to state and federal grant opportunities and investments in workforce.

Support the Regenerative Recovery Coalition

- Promote and represent the goals and efforts of the Regenerative Recovery Coalition.
- Lead all RRC workforce development working group meetings, share updates on the workforce project progress and identify new opportunities for collaboration.
- Organize and plan workforce development-focused RRC events.
- Provide support for intersections with the workforce project into other priority areas of the Coalition.

Required Competencies:

- At least 2 years-experience in Project Management.
- In-depth understating of workforce problems, opportunities and stakeholders.
- Ability to lead broad groups of stakeholders to successful action or completion of a project.
- Top quality facilitation skills within a diverse group of stakeholders.
- Excellent communication skills both oral and written.
- Knowledge of and a passion for equity, sustainability and climate change solutions.
- Able to prioritize multiple competing tasks to ensure the greatest possible outcome and impact.
- Adept at problem solving, critical thinking and decision making.

- Detail oriented, strong task management and organizational skills.
- Ability to work cooperatively and build strong relationships with partner agencies.
- Strategic, innovative and systems-level thinker.
- Open minded and optimistic team player, willing to take initiative and eager to learn.
- Flexible and able to adapt to changing demands and timelines.

Preferred Competencies:

- Understanding of and a passion for regenerative principles.
- Experience in or knowledge of energy projects, e.g., solar energy, battery energy storage, electric vehicles, wind, etc.
- Knowledge of and connections to local Unions.
- Multiple language skills.

Reports to Whom: Regenerative Recovery Coalition Director

Classification, Compensation, Schedule, & Benefits:

This is a full-time, salaried, non-exempt, position. Salary range is between \$55,000-\$70,000 annually depending on experience.

Schedule and Work Environment:

- The Alliance Center offers a flexible work schedule and remote working options.
- Some evenings and weekends may be required to fulfill the duties of this position.
- As the majority of The Alliance Center team is still working from home, this position can start remotely. This will adjust over time as the City and County of Denver’s restrictions lift and recommendations change.

Benefits

This position qualifies for the following benefits:

- Simple IRA -3% match of compensation (eligible January 1 of the following year)
- Health Insurance (available after one month of employment)
- Dental Insurance (available after one month of employment)
- Short Term Disability Insurance (available after one month of employment)
- Life Insurance (available after one month of employment)
- Accidental Death and Dismemberment (AD&D) Insurance (available after one month of employment)
- Vacation Pay (available after three months of employment; 15 days through three full years; 20 days after three years of employment)
- Sick Pay (maximum of 10 days per year)

- Holiday Pay (14 days -New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and the day after Thanksgiving, Christmas Day and December 26-December 31)
- RTD EcoPass (currently not enrolled due to RTD's Covid updates)
- Paid Parental Leave (twelve weeks, available after twelve months consecutive employment)

How to Apply: Please email: employment@thealliancecenter.org with your cover letter and resume and include The Workforce Development Project Manager in the subject line of the email. Applications will be reviewed on a rolling basis until August 31, 2022. No phone calls, please.

The Alliance Center strives to build a diverse and inclusive organization. We encourage applicants from all backgrounds to apply to join our team and help grow a more inclusive sustainability movement that truly serves all people.

The Alliance Center provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability or genetics.