OPEN POSITION: Senior Researcher and Policy Analyst

The Just Solutions Collective Senior Policy Analysts provides research and analysis of environmental justice policies. With the direction and input of Black, Indigenous, People of Color and Frontline policy practitioners, identify, research, review, and analyze existing environmental policies, practices, procedures, and laws.

The Just Solutions Collective (formerly the 100% Network) is a national project working to identify, coalesce and promote just solutions for an energy future to support the replication of equitable and just solutions. We are broadening and deepening understanding of equitable and effective policies and projects, elevating the essential role that community-led solutions play in creating change, working to foster a national community of peer-learning, building greater capacity of Black, Indigenous, people of color and frontline community-based organizations to elevate their solutions and replicate them across the country.

JOB RESPONSIBILITIES:

Project Development and Management (20%)

● Develop, with input from partner groups, the research plan and scope, keeping within the schedule and budget. Ensure all projects sufficiently resource partner environmental justice/BIPOC policy experts/groups whether they are directing and informing our work, or when they are creating their own resources in partnership with Just Solutions.
● Appropriately and adequately ensure engagement, communications and collaboration with our organizational partners, including coordinating meetings.
● Track and be abreast of emerging issues, and identify needs for analysis and/or research.
● Ensure there are opportunities for growth and responsiveness to the larger landscape and expressed interest of groups on the ground, fostering a culture of authentic engagement, partnership and centering of the expertise of BIPOC policy and program experts in the field.

Project Execution (60%)

● Write reports, policy briefs, and analytical papers to inform members, partners and decision makers.
● Work with on-the-ground environmental justice policy practitioners and gather input, guidance, and content on community-created and justice-centered policy and programmatic strategies and content. When necessary create and coordinate workgroups.
● Make presentations to staff, partners and decision makers, which will require travel. In particular add value to the partner experience with research and analysis by providing advice, consultancy and a high level of interaction and engagement.
● Work with the communications team to develop strategies and collateral to foster greater understanding and access of analytical content and reports. Develop topics and write content for our blog.

Practitioner support (15%)
● Identify and engage practitioners in states, nations and communities to foster and develop partnership in research and analysis development.
● Mentor and inform the work of researchers and analysis efforts in the environmental justice field. In collaboration with the Director, identify training and capacity needs, including opportunities to build capacity for BIPOC EJ policy groups and practitioners.
● Submit and manage stipends, regrants and/or honorariums for practitioners partners.

Administrative and internal (5%)
● Manage the budget and all internal paperwork required to execute the job responsibilities.
● Attend routine staff meetings and other meetings as needed.

NOTE: This job description is inclusive of, but not limited to the job duties, responsibilities, qualifications, or requirements contained herein. Additional duties, responsibilities may be required as deemed necessary by our Board and Supervisor.

REQUIRED QUALIFICATIONS:

● At least 5 years of professional experience as a researcher or analyst, preference is on environmental issues;
● MPA or equivalent degree or equivalent experience;
● At least one year of professional or volunteer experience working with community-based organizations, or personal experience working in Black, Indigenous, and people of color communities;
● Strong written and verbal communication skills;
● A strong commitment to the vision, mission, and values of Just Solutions Collective (listed on our website);
● Proven ability to take initiative, identify priorities and accomplish tasks, and advance projects;
● Team player capable of working both collaboratively and independently;
● Highly organized and resourceful with a strong attention to detail;
● Although the position is remote and can be located anywhere, the ability to travel and attend meetings as needed, potentially on weekends and evenings; and
● Access to reliable internet

DESIRED EXPERIENCE:

● At least two years working with or in Black, Indigenous, People of Color communities or communities disproportionately impacted by climate change;
● Understanding of environmental justice and its basic principles and theory of change;
● Excellent collaboration skills, ability to work in diverse groups to develop ideas, find alignment, and build together against competing interests; and
● Skill in communicating complex information to diverse audiences and levels of detail, comfortably working in community and with policymakers.
COMPENSATION AND BENEFITS:

This is a full-time position that includes excellent benefits including medical, dental, vision, life insurance, 401k (with company match), sick leave, vacation & paid holidays. Salary range is $75,000–$85,000 DOE. The position is remote and can be located anywhere.

Just Solutions Collective is a fiscally sponsored program of Community Initiatives, a 501c3 nonprofit organization. Community Initiatives is an Equal Opportunity Employer and is committed to ensure that all employees and applicants receive equal consideration and treatment, regardless of race, color, creed, gender (including gender identity or gender expression), religion, marital or domestic partner status, age, national origin or ancestry, physical, mental or medical disability, sex, sexual orientation, citizenship, military service status, veteran status, or any other characteristic protected by state or federal law or local ordinance.

TO APPLY:

Interested applicants should submit a cover letter describing their interest in the position and capacity to do the job. The cover letter can be addressed to Aiko Schaefer, Director, and should be submitted with a current resume and writing sample and sent via email to careers@justsolutionscollective.org. Applications will be accepted until March 22. The position will remain open until filled.

COMMITMENT TO DIVERSITY:

Just Solutions Collective centers the work and lived-experience of diverse communities and reflects that commitment in our workplace. We are an equal-opportunity employer and our team works directly with diverse professionals, community leaders and non-profit organizations all focussed on solving the climate and racial justice crises. People of color and others from underrepresented groups, especially people with direct experience working within the communities Just Solutions Collective partners with, are encouraged to apply. We welcome all people to be part of our team regardless of their race, ethnicity, national origin, gender identity, sexual orientation, socio-economic status, marital status, age, physical abilities, and religious beliefs.