JOB ANNOUNCEMENT: Business Development Manager, Climate Action Reserve

Location: Los Angeles, California

About the Organization

The Climate Action Reserve is a pioneer in carbon accounting and the most experienced, trusted and efficient offset registry to serve the carbon markets. With deep roots in California and a reach across North America, the Reserve encourages actions to reduce greenhouse gas emissions and works to ensure environmental benefit, integrity and transparency in market-based solutions to address global climate change. It operates the largest accredited registry for the California compliance market and has played an integral role in the development and administration of the state's cap-and-trade program. For the voluntary market, the Reserve establishes high quality standards for carbon offset projects, oversees independent third-party verification bodies and issues and tracks the transaction of carbon credits (Climate Reserve Tonnes) generated from such projects in a transparent, publicly-accessible system. The Reserve program promotes immediate environmental and health benefits to local communities and brings credibility and value to the carbon market. The Climate Action Reserve is a private 501(c)(3) nonprofit organization headquartered in Los Angeles, California with satellite offices around the U.S.

For more information, please visit www.climateactionreserve.org.

Primary Responsibilities

The Business Development Manager promotes the work of the Reserve, encourages collaboration with the organization on its initiatives and represents the Reserve in various settings. The incumbent will be an integral team member with a direct role in identifying and cultivating the organization's external relationships. Specific groups the Business Development Manager will work with include offset project developers, voluntary and compliance buyers, other participants in the carbon market and other players in carbon reduction initiatives. The Business Development Manager is expected to work creatively to identify appropriate outreach opportunities. More specifically, the Business Development Manager's duties include the following tasks below. These duties should be seen as a starting point and will evolve over time based on interests and experience.

1. Develop and implement strategies to promote the Reserve's work, including its protocols, green bonds program and strategic initiatives.
2. Establish and grow relationships with industry participants, including offset project developers, voluntary and compliance buyers and financial institutions.
3. Serve as a liaison with other external groups, including new business contacts and the general public.
4. Speak at events and to interested organizations about the Reserve.
5. Plan and speak at workshops, webinars, and other events to promote the Reserve.
6. Assist with identifying new marketing and promotional opportunities for the Reserve.

Desired Competencies

1. Thinks strategically about the Reserve's goals, promotes them internally and externally, and coordinates ideas and resources to achieve them.
2. Uses good judgment and makes sound decisions. Provides honest, ethical, and positive leadership in the promotion of the Reserve's mission and goals.
3. Focuses on results and desired outcomes and how best to achieve them. Manages time and resources to effectively achieve organizational goals.
4. Builds and sustains trusting internal and external relationships to ensure the Reserve's mission and goals are achieved.
5. Has a successful track record of supporting the development of programs in new markets.
6. Promotes cooperation and commitment within a team to achieve goals and deliverables.
7. Communicates clearly and effectively.
8. Diplomatically and tactfully handles challenging or tense situations.
9. Positively and effectively represents the Reserve in both formal and informal settings.
10. Understands the role of marketing and communications in an organization.
11. Takes personal responsibility for quality and timeliness of work and achieves results with little oversight. Performs tasks with care and checks work for completeness and accuracy. Remains aware and takes care of details that are easy to overlook or dismiss as insignificant.
12. Is open to new ideas and perspectives, actively works to identify new opportunities.

Requirements

1. Bachelor's degree in marketing, communications, environmental studies or related field.
2. A minimum of three years of full time work experience in business development, preferably in environmental services.
3. Experience and knowledge of climate change policy and program development, especially with regard to market-based regulations, demonstrated experience working with government agencies, stakeholder groups, and others, and experience with and understanding of financial markets.
4. Strong interpersonal skills and the ability to work with teams of individuals and colleagues.
5. Demonstrated experience and skills as a public speaker.
6. Detail-oriented and organized thinker who can juggle multiple, competing priorities.
7. Strong quantitative, analytical research skills.
8. Excellent writing and computer skills.
9. Flexibility and willingness to travel as needed.
10. A U.S. citizen or legal resident with the right to work in the U.S.

Salary and Benefits

Salary is commensurate with experience and skills. The Climate Action Reserve offers a generous and comprehensive benefits package.

Application Process

Interested candidates must submit the following information to the Search Committee:

- Cover letter
- CV
- Writing sample (maximum of 5 pages)

The deadline to apply is 5:00 p.m. Pacific Time, Friday, June 17, 2016. Incomplete applications will not be considered. Applications should be emailed to the following address with the header "Business Development Manager".

EMAIL: jobs@climateactionreserve.org

The Climate Action Reserve is an equal opportunity employer