



December 8, 2020

RenewableH2.org

Position Description

Executive Director, Renewable Hydrogen Alliance

About Renewable Hydrogen Alliance

The Renewable Hydrogen Alliance (RHA) is a non-profit 501(c)(6) organization based in Portland, Oregon, established to promote the production of climate-neutral fuels from renewable electricity to reduce and ultimately eliminate dependence on fossil fuels. RHA's vision is a decarbonized energy economy where climate-neutral fuel production complements renewable generation to optimize the value of renewable sources and minimize carbon emissions.

RHA fulfills its mission through education, outreach, and policy development, engaging a diverse group of stakeholders to work collaboratively on this common cause. Members represent electric and gas utilities, manufacturers, renewable energy developers, environmental and renewable energy groups, and others dedicated to addressing climate change and environmental justice.

Ideal Candidate

RHA is seeking to fill its Executive Director position with a passionate advocate who understands the key role creating fuels from renewable electricity has for addressing the climate crisis. Critical qualities include expertise in and successful demonstration of leadership, governance, and fundraising. The ideal candidate will have experience in energy or environmental policy advocacy in a nonprofit environment. The Executive Director will address the challenge of transitioning a relatively new but well established, creative, and growing change-agent association into a mature organization on a solid financial foundation.

RHA values a diverse workplace and strongly encourages people from diverse backgrounds to apply for this position, including people of color, people with disabilities, immigrants, people with lived experience, and members of the LGBTQ+ community. RHA is an equal opportunity employer. Applicants will not be discriminated against on the basis of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

More information can be found at <https://renewableh2.org>.

About the Role

RHA is a young organization with a lot of promise and needs an Executive Director with experience in fundraising, member/stakeholder management, and policy development. Executive Director responsibilities include:

- **Leadership and Governance:** Exhibiting regional leadership, inspiring industry and political leaders to join in facilitating RHA's mission; formalizing organizational structure,

decision making, member involvement, and recommending changes to Board roles, responsibilities, and membership.

- **Fundraising:** Leading fundraising efforts, primarily through new member recruitment but also through consulting services, grants, and special events and projects; ensuring that services and funding relationships are robust enough to meet or exceed strategic goals and objectives.
- **Advocacy:** Interfacing with members, prospective members, decision-makers, legislators and the public to advocate for the role of clean fuels from renewable electricity in a decarbonized economy.
- **Policy:** Working with members, policy consultants, legislators, and other experts to develop policies that create a favorable environment for development of the nascent power-to-fuels industry.
- **Membership Coordination:** Ensuring members see value through regulatory and legislative advocacy; providing informational materials, meetings, and webinars; regularly communicating and engaging members through personal communication, committee participation, and membership-wide events.
- **Administration:** Planning, organizing, and directing RHA's operations and programs; maintaining consistent cost accounting policies, procedures, and operational reporting/metrics; preparing accurate and timely analyses that capture and communicate fundraising results, variances, and performance trends; coordinating and leading annual budget preparation, in addition to regular reviews and periodic forecast updates with the Board and appropriate member committees.
- **Board Engagement:** Supporting board development and recruitment, regularly reporting at meetings and management of board committees.

Executive Director Qualifications / Skills:

- Demonstrated passion for addressing climate change and support for RHA mission
- Demonstrated leadership, communication, and management skills
- Regional reputation and experience relating to energy or climate issues
- Experience managing and balancing diverse stakeholder interests
- Ability to work independently
- Excellent personal relationship skills, ability to manage competing interests, and a good political lens
- Creative problem-solving skills
- Enthusiastic, dynamic, flexible, organized, collaborative



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Education and Experience

- Bachelor's degree
- 5 or more years management experience, non-profit management experience a plus.
- Previous success in establishing relationships with individuals and organizations of influence including funders, partner agencies and volunteers.

Work Hours, Compensation, and Working Conditions:

Compensation to consist of a modest base salary plus commission to be negotiated.

Remuneration will be reviewed based on fundraising/membership success.

Additional benefits to be considered pending sufficient revenues.

Please send a cover letter and resume with contact information for three references to info@RenewableH2.org by close of business January 8, 2021.