



Coalitions Manager Job Description

Conservation Voters of South Carolina is the political voice of South Carolina's environmental community. CVSC is a bipartisan, non-profit organization that, along with its sister organization the CVSC PAC, passes laws that protect our environment, elects pro-conservation candidates, and holds elected officials accountable. The CVSC Education Fund also works to educate and engage South Carolinians "to protect the South Carolina we love." We effectively fight for our air, land, and water through bipartisan and pragmatic political action.

Scope of Position: CVSC seeks a highly motivated person with experience in coalition building to join the CVSC Strategic Partnerships Team. The position will provide ongoing support to the South Carolina Conservation Coalition – a 40+ organization coalition administered by CVSC. The position will also grow and support additional coalition efforts focusing on clean and equitable transportation, energy justice, land protection, water quality and quantity, and more in coordination with CVSC Project Managers. The ideal candidate is an experienced and effective partnership builder who has worked with a wide range of individuals and interests – ultimately working with these partners to advance policy goals. The position will report to the Strategic Partnerships Director and work closely with CVSC's Project Managers and Government Relations team to engage coalition partners in both shaping and implementing policy campaigns.

Location: Based in South Carolina, with option for remote working. CVSC has a physical office in Columbia, Occasional day and overnight travel will be required.

Specific Responsibilities:

- Provide daily support, facilitation, membership management, recruitment, and coordination of the South Carolina Conservation Coalition, facilitating collaboration between conservation partners to identify shared policy priorities, build consensus, and coordinate education and advocacy activities.
- Identify and recruit business partners, community stakeholders, and other groups to engage in emerging coalition efforts, including a focus on clean and equitable transportation and energy justice initiatives.
- Support the CVSC Strategic Partnership Director's and Project Managers' efforts to build new partnerships and expand who they engage with in order to strengthen the political power of the climate and conservation movement.
- Identify and deploy training and capacity building opportunities for partner organizations in the various coalitions in which CVSC participates.
- Build and maintain a diverse set of positive working relationships, collaborating and coordinating with policy experts, nonprofit organizations, community groups, community leaders, businesses, and grassroots organizers.
- Support the advancement of a broad set of clean energy, climate resilience, and environmental policy goals that help to tackle systemic environmental, racial and, economic inequities.
- Performs other duties as assigned.

Required Qualifications

- At least 2-3 years of experience working with partnerships and coalitions to advance policy – including experience with a variety of stakeholders, including businesses, nonprofit organizations, and racially and socioeconomically diverse partners.
- Demonstrated ability to develop collaborative, productive, respectful relationships with leaders and organizations representing a variety of interests and perspectives.
- Experience in providing capacity building training in organizational development for partner organizations and/or volunteers.
- Experience with advocacy, grassroots organizing, electoral, and/or policy campaign strategies.
- High emotional intelligence and exceptional interpersonal skills, including experience facilitating consensus-oriented discussions in which all voices, experiences, and perspectives are shared, valued, and considered.
- Excellent written and verbal communication, including facilitation and public speaking skills.
- Strong attention to detail, fast and willing learner, strong organizational skills and ability to follow up and meet deadlines.
- Demonstrated awareness of one's own cultural identity, views about difference, and the ability to learn and build on varying cultural and community norms. Shares our commitment to increasing racial justice and equity in our movement and organization, integrating these principles into all of the work we do and ensuring an inclusive organizational culture.
- A personal approach to diversity, equity, inclusion, and justice that values the individual and respects differences of race, ethnicity, age, gender, sexual orientation, gender identity, religion, ability and socio-economic circumstance.

Preferred skills and qualifications

- A passion for conservation and environmental efforts to protect our air, land, and water.
- Knowledge and understanding of environmental issues and the types of policies used to advance environmental protection and climate action at the local, state, and federal level.

Work environment: CVSC is a mission-driven organization whose staff are deeply passionate about advancing environmental policy in a just and equitable way. We are seeking another effective, productive, enjoyable and highly ethical member of the team who will take responsibility and leadership for implementing assigned tasks.

Terms of employment: The position is full-time, contingent on continued funding (grants and individual donations). This includes a 40-hour workweek with the need for flexible scheduling, depending on the nature of an issue or timeframe. Occasional out of town travel will be required.

CVSC is an Equal Opportunity Employer committed to a racially just, equitable and inclusive workplace.

Salary/Benefits: CVSC offers a competitive non-profit sector salary for this position in the \$45,000 - \$50,000 range, depending on qualifications. CVSC also offers a robust benefits package that includes full health, vision, dental, and short-term disability insurance, retirement contributions, and generous personal time off and state holiday schedules.

Application Instructions: Please submit your resume and a cover letter that addresses how your expertise matches the job description and why you want to work to protect the air, land, and water of South Carolina to jobs@cvsc.org with Coalitions Manager in the subject line. The position will remain open until filled.