

CLEAN AIR COUNCIL

Job Opportunity: Sustainable Transportation Program Manager

Location: Philadelphia

Schedule: Full-time

Reports to: Advocacy Director

Deadline: Applications will be accepted until the position is filled. Ideal start date is October 2024.

**Clean Air Council has in-person office space and staff is given the option to work in-person, remote, or a hybrid schedule. Some in-person meetings, events, and activities would be required.*

About Clean Air Council:

The Council is a member-supported environmental organization dedicated to protecting everyone's right to a healthy environment for over 50 years. The Council uses public education, community organizing, and legal action to advocate for environmental justice and everyone's right to clean air, pure water, and a healthy environment. The Council believes everyone should have the opportunity for meaningful input on the decisions that impact their health, environment, and quality of life.

The Council is an equal opportunity employer and has a strongly held belief in the importance of having a diverse workforce. Clean Air Council strongly encourages people of color, women, LGBTQI individuals, and those with disabilities to apply.

Position Description

The Sustainable Transportation Program Manager will lead the Council's transportation program to increase the use of biking, walking, and public transportation. The Council seeks a self-starting team leader with vision, initiative, and a demonstrated track record of successfully advocating for sustainable transportation. This position will supervise the Council's transportation team members (currently 3 staff) and report to the Advocacy Director. The position will manage staff to implement -- and personally work on -- projects and advocacy campaigns that aim to reduce single occupancy vehicle travel throughout Pennsylvania, with a particular focus on the Greater Philadelphia region.

Current projects include the following:

- Promoting the Council's GoPhillyGo program, a multimodal (bike/walk/transit) trip planner for the Philadelphia region that provides featured environmental-focused destinations

- Supporting Feet First Philly, a Council-organized grassroots pedestrian advocacy group
- Participation in local and statewide public transit coalitions
- Executing advocacy campaigns that support increased funding for public transit
- Implementing transportation programs with regional partners designed to encourage alternatives to driving

Responsibilities:

- Lead the planning and implementation of the Council's sustainable transportation programs and campaigns in alignment with the Council's strategic plan goals. As needed, identify new strategic policy solutions and projects that advance those goals.
- Supervise, coach, and empower direct reports, supporting them in implementing transportation campaigns and projects
- Oversee the planning and implementation of campaigns that encourage increased use of biking, walking, and public transportation
- Take point on personally implementing public transit advocacy campaigns
- Engage with key stakeholders and coalitions on sustainable transportation campaigns
- Review and write public-facing communications and resources
- Support tracking grant deliverables and spending
- Assist development staff in writing transportation grants and reports

Ideal Competencies, Skills, and Experience:

- At least 5 years of experience in environmental advocacy and programming, preferably in transportation issues
- Supervision experience
- Deep knowledge of sustainable transportation issues, including policies and programs that promote the increased use of biking, walking, and public transportation
- Demonstrated success with balancing multiple projects and campaigns
- Experience engaging with transportation interest groups and organizations
- Experience leading advocacy campaigns highly preferred
- Experience working with elected officials and agency staff preferred

If you are strong in some of the ideal experience and skills listed above, but do not have them all, we still encourage you to apply. We value unique perspectives gained from different backgrounds and experiences, and are dedicated to supporting our staff's professional growth. We look forward to reviewing your application and seeing what you can bring to our team.

Salary: The salary range for this position is \$60,000 to \$75,000, commensurate with experience.

Benefits:

The Council's staff benefits currently include the following:

- Health insurance, vision insurance, and dental insurance

- Optional flexible spending account
- 21 vacation days per year, plus 2 personal days
- 9 paid holidays
- 401k with a 4% match
- Long-term disability insurance
- Life insurance
- Opt-in public transit benefit
- Flexible working hours
- Remote and hybrid work options (in addition to in-person meetings and events)
- PTO when the office is closed between December 25th and January 1st

Application Instructions: Applicants should send a cover letter and resume to Matt Walker, Advocacy Director, at mwalker@cleanair.org. Please cc Corinne Bishop (cbishop@cleanair.org). Use the subject line "Sustainable Transportation Program Manager Application." Applications will be accepted until the position is filled.