



RISING SUN

CENTER FOR OPPORTUNITY

JOB DESCRIPTION

Outreach Manager, Climate Careers Bay Area

Rising Sun seeks an Outreach Manager, Bay Area to support the success of the Climate Careers program in the Bay Area. The Outreach Manager, Bay Area reports directly to the Senior Community Engagement Manager and helps supervise a team of temporary and potential full-time staff members. In addition, the Outreach Manager works closely with the Regional Managers and collaboratively with the Climate Careers team to accomplish the goals of the Climate Careers program.

Climate Careers uses an employment social enterprise model to combine home energy and water-saving services with youth development. Our free Green House Call service consists of energy and water use assessments, installation of efficiency devices, and client education. Youth program participants deliver this service to thousands of homes every year, both virtually and in-person while growing personally and professionally, advancing on to paid externships with organizations doing climate-related work to increase their career exposure and experience.

For more information about Rising Sun, please visit www.risingsunopp.org

A successful Outreach Manager will...

- Introduce Bay Area residents to the first step of their energy journey, eliminating barriers and creating easy entry points for low to moderate income households.
- Foster innovative thought processes and approaches for grassroots outreach and marketing, ensuring best practices at identifying and reaching targeted audiences.
- Build relationships with multiple stakeholders including local and government entities and enjoy partnering and working collaboratively towards a common goal.
- Educate others on impact of no-cost energy and water efficiency program
- Demonstrate self-awareness, understanding their own culture, identity, biases, prejudices, power, privilege, and stereotypes.
- Demonstrate willingness to challenge and change institutional practices that present barriers to different groups.

The Outreach Manager is responsible for...

Outreach Strategy & Implementation

- Implementing various outreach campaigns as well as design, oversee, and implement outreach strategies that include tracking progress, reporting on deliverables, working within a budget, and creating timelines.
- Conducting on-the-ground, grassroots outreach across all 9 Bay Area counties including, but not limited to, tabling at events, conducting presentations and networking at neighborhood gatherings, etc. specifically targeted toward underserved and hard-to-reach residents.
- Overseeing and implementing phone banking campaigns; ensuring outreach team is setting appointments and conducting phone Green House Call surveys
- Executing various strategic marketing and customer acquisition strategies in conjunction with the Senior Community Engagement Manager.

Staff Management, Coordination & Inventory Oversight

- Collaborating and working closely with the Senior Community Engagement Manager and temporary staff to ensure that all outreach and program goals are met.
- Training, supervising and motivating a team of temporary outreach staff and fellows to implement outreach and marketing strategies and best practices.
- Working collaboratively with the Climate Careers team to identify and execute new program initiatives, contributing to the design and vision of the program.
- Maintaining a tracking system that reflects accurate inventory and supplies; ensuring Climate Careers staff is informed on how to care and be accountable for program materials and how to utilize tracking systems.
- Ongoing strategic analysis of outreach and marketing strategy successes and failures to ensure real-time pivoting and better-informed decision-making.

External Partnerships

- Creating and maintaining strong relationships with external partners and stakeholders to leverage and enhance programmatic reach throughout the Bay Area.
- Establishing strong local networks with regional leaders to promote the Climate Careers program and establish new partnerships.
- Levering multiple networks to reach program eligible Bay Area residents
- Meeting regularly with grant funders to communicate trends, accomplishments and upcoming initiatives to reach outreach goals
- Upholding and lifting Rising Sun's brand, messaging, and values in all communications.
- Additional responsibilities as assigned

To be considered for this position, you must have...

- Have a car, valid driver's license, and insurance
- The ability to work some flexible hours- occasional evenings and/ or weekends.
- Be able to work in-person and on-site across the 9-county Bay Area territory when required, especially during the summer
- A passion, or belief in, the mission of a nonprofit focused on equity, climate, and

good jobs

- Proof of receiving a primary series of an FDA-approved COVID-19 vaccination by start date, per Rising Sun's Employee Mandatory Vaccination policy

It's a big plus if you have...

- Have experience working with, supervising, training, and/or recruiting youth ages 15-24, especially youth from low-income households and/ or opportunity youth
- Have experience managing important stakeholder relationships (e.g., community-based organizations, local governments, utilities, funders, and/or other partners)
- Have experience working with underserved and disadvantaged residential communities and customers
- Are bilingual

About Rising Sun...

Rising Sun is a premier nonprofit organization operating in the San Francisco Bay Area and Central Valley. Our mission is to build career pathways for economic equity and climate resilience. With offices in Oakland and Stockton, Rising Sun's workforce development programs, Climate Careers and Opportunity Build, specialize in preparing youth, women, and individuals in reentry for high-road careers and green pathways that offer family-sustaining wages. Since our founding in 1994, Rising Sun has trained and employed more than 3,000 youth and adults while helping over 53,000 households reduce their carbon footprint. Our vision is a just and sustainable future for all people and our planet.

About our culture...

We are mission-driven and work hard because we care about what we do. We are deeply committed to equity, inclusion, and antiracism, and are actively advancing on that journey, though we know the work is never done. We like working with each other and we like to make work fun. We're into continuous improvement, learning, transparency, and tough conversations. We practice appreciation and start each meeting with a team-builder, and it's not uncommon for staff to bring snacks to share that tell a story about who they are and where they come from. When we're at the office, there's usually at least one dog hanging around. We put people first, especially our program participants. We like to promote from within and build each other up, but we also like to bring in new ideas and different perspectives. We're looking forward to meeting you and hearing about how you can contribute to making Rising Sun a great place to have an impact.

You might also be wondering about pay and benefits...

This is a permanent, full-time, exempt, salaried, and benefited position with an annual salary of \$80,594-\$84,693.70 commensurate with experience. Rising Sun offers a competitive benefits package that includes:

- 100% coverage of Medical, Vision, Dental insurance for employees, 50%

coverage for dependents.

- 403b contribution option and 3% match after first year.
- \$100,000 Life Insurance Policy.
- 17 PTO days/year (increases each year until year 10).
- 17 Holidays/year (includes 2 floating holidays and a week of closure during winter).
- 4 Restorative days/year.
- Birthday off.
- Hybrid Remote work options - dependent on position.
- Monthly internet and phone reimbursement, totaling \$100.
- 12-week, 40% parental leave.
- 2 months of paid sabbatical after year 7.
- Annual professional development budget.
- Financial advising through Stonebridge Financial Group.

RISING SUN IS AN EQUAL OPPORTUNITY EMPLOYER

Rising Sun is committed to diversity and considers all applicants for all positions without regard to color, ethnic background, religion, sex, gender, sexual orientation, national origin, age, and disability status. Equal Opportunity Employer/Affirmative Action; women and individuals who are Black, indigenous, and/or people of color are encouraged to apply.

Ready to apply?

To apply, please email your resume, cover letter, and three professional references to careers@risingsunopp.org with "Outreach Manager, Climate Careers Bay Area" in the subject line.