



RISING SUN

CENTER FOR OPPORTUNITY

JOB DESCRIPTION: REGIONAL MANAGER

The Regional Manager is integral to the annual success of the Climate Careers program. Based in Oakland with a greater Bay Area reach and impact, the Regional Manager position is essential to providing youth with their first green job while also helping local households build climate resilience.

The Regional Manager is a full-time position on the Climate Careers team that reports directly to the Senior Program Manager and supervises a team of temporary staff members. In addition, the Regional Manager works in collaboration with the Director of Youth Programs, the Senior Regional Manager, the Marketing and Community Engagement Manager, and the Program Associate to accomplish the goals of the Climate Careers program. This position is an integral part of Rising Sun's commitment to youth and communities throughout the Bay Area.

Climate Careers uses a 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 while growing personally and professionally.

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. EOE/AA; women and minorities are encouraged to apply.

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

A successful Regional Manager:

- Is a creative thinker, solution-oriented, resourceful, and effective in their work, both individually and as a member of a team. When you are faced with a challenge, you have multiple ideas on how to solve it.
- Is confident in their leadership and ability and has experience managing and motivating people. You are a strong relationship-builder, and enjoy working in collaboration with others, especially with new professionals who are learning in real time and on the job.
- Has experience successfully managing and implementing projects and/or programs. You thrive in a fast-paced environment with competing priorities that require

organization and a strong attention to detail. You can work on multiple projects at once.

- Actively works to grow professionally and helps others to do the same. You are open to receiving feedback and enjoy providing others with growth opportunities and constructive input.
- Is an ambassador of organizational culture. You hold the "big picture" lens of the organization, and Climate Careers program, when making decisions.
- Demonstrates self-awareness, in terms of understanding their own culture, identity, biases, prejudices, power, privilege, and stereotypes
- Demonstrates willingness to challenge and change institutional practices that present barriers to different groups
- Is passionate about Rising Sun's intersectional mission and work

The Regional Manager is responsible for:

- In conjunction with the Senior Program Manager, overseeing and managing key program contracts and deliverables
- Implementing a successful Climate Careers program throughout the Bay Area – recruiting, managing, supporting, and mentoring temporary program staff; troubleshooting and problem-solving day-to-day issues; leading youth development initiatives; and managing all remote site offices in the Bay Area
- Planning, modifying, and creating training materials for temporary managers and youth participants
- Pre- and post-program planning, management, and reporting
- Recruiting, interviewing, hiring, training, supervising, and supporting seasonal staff who will recruit and supervise low-income youth, identify and manage site offices, and conduct grassroots outreach in the Bay Area
- Recruiting, interviewing, and hiring local youth to participate in and complete the Climate Careers program
- Working closely with HQ admin/operations staff on temporary staff and youth onboarding
- Identifying and nurturing strategic relationships with local partners, stakeholders, and funders to effectively implement and enhance the program and its impact
- Collaborating and working closely with the Marketing and Community Engagement Manager, the team of temporary seasonal managers, and the Climate Corps Fellows to ensure that all outreach and Green House Call goals are met
- Working collaboratively with the Climate Careers team to identify and execute new program initiatives, contributing to the design and vision of the program
- Designing and implementing youth development strategies based in resilience
- Upholding and uplifting Rising Sun's brand, messaging, and values in all communications
- Working with Senior Program Manager to ensure proper tracking of program data and metrics for continuous programmatic learning and evaluation
- Other duties as assigned

To hold this position, you must:

(We are serious; no matter how much we like you, we simply cannot consider you for this position if you don't meet the following:)

- Have a car, valid driver's license, and insurance
- Have the ability to work some flexible hours – occasional evenings and weekends
- Have the ability to travel throughout the Bay Area 40%- 60% of the time

It's a big plus if you:

- 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 managing programs, particularly energy efficiency or youth development programs
- Have experience in data analysis and database management
- Are bilingual

About Rising Sun:

Rising Sun is a premier nonprofit organization working at the intersection of economic equity and climate resilience in the greater California Bay Area since 1994. With offices in Oakland and Stockton, our workforce development programs are grounded in resiliency and specialize in serving youth, women, and individuals in reentry. Opportunity Build provides a pathway out of poverty for job-seeking adults experiencing barriers to employment through pre-apprenticeship training, case management, and career placement in the building trades and construction. Climate Careers gives local youth from low-income households their first green job, training them to provide free residential energy efficiency services to priority households throughout the nine Bay Area counties and San Joaquin County.

About our culture:

We are mission-driven and work hard because we care deeply about what we do. We are deeply committed to equity and inclusion and want to do the self-work necessary to be successful in these areas. We like working with each other and we like to make work fun. We like to try new things and encourage each other to find unique and unconventional ways to tackle tough problems. We celebrate every birthday, eat a lot of dessert together, and recycle the same birthday candles until they're gone. There's usually at least one dog hanging around the office, and sometimes a staff member's kid or two as well. We want people to grow. 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 work.

You might also be wondering about pay and benefits:

This is a permanent, full-time, exempt, salaried, benefitted position. Salary is commensurate with experience and competitive with other nonprofit organizations. Rising Sun offers a

competitive benefits package that includes generous paid time off, personal and parental leave, access to a 403b retirement plan, and work-from-home options. Rising Sun covers 100% of employee medical, dental, vision, and life insurance premiums, and covers 50% of the premiums for dependents.

Ready to apply?

Please email your resume, cover letter, and 3 professional references to castelan@risingsunopp.org and include "Regional Manager" in the subject line.