



Working Title:	Electric Vehicle (EV) Program Manager
Pay range or amount:	Commensurate with experience
General Info:	<p>Drive Clean Indiana (DCI) is Indiana’s only U.S. Department of Energy designated clean cities coalition.</p> <p>DCI is an Indiana 501c3 nonprofit whose mission is to advance Indiana’s environment, energy security, and economic prosperity through collaboration by building partnerships with public and private stakeholders that create equitable deployment of clean transportation solutions for all!</p> <p>DCI manages programs that advance vehicle technologies and to educate people, corporations, agencies, and others about problems related to excessive dependence on and use of imported petroleum and about near-, mid-, and long-term solutions to our transportation energy obstacles. The use of natural gas, propane, biofuels, electricity, hydrogen, and other energy efficient mobility systems helps produce a cleaner environment for the cities, suburban zones, and rural areas of the United States, helps minimize our national need for and dependence on imported petroleum, and it increases the health and welfare of people adversely affected by air pollution.</p> <p>Drive Clean Indiana is managed by Legacy Environmental Services, an Indiana based Woman Owned Business. and serves the entire state of Indiana. The EV Program Manager is a grant-funded position.</p> <p>The EV Program Manager acts as the project manager for Drive Clean Indiana and GOEVIN electric vehicle efforts and coordinates various electric vehicle programs, events and initiatives. The EV Program Manager will execute electric vehicle grant deliverables by designing and executing outreach campaigns, webinars, and media events. The EV Program Manager will leverage federal, state and private resources, to execute grant deliverables and increase the number of electric vehicles and electric vehicle charging stations in Indiana. The EV Program Manager will interface with the growing network of electric vehicle stakeholders and contribute to the growth of DCI’s electric vehicle program. The EV Program Manager will stay well-informed on the changing federal and state electric vehicle policy landscape and provide technical assistance to fleets and consumers. The EV Program Manager will develop and implement policies for achieving various long-range Coalition electric vehicle goals. The EV Program Manager will build consensus among</p>



	Coalition members to move forward on grant proposals, legislative agendas, and the deployment of electric vehicles and electric vehicle technologies.
Duties and Responsibilities:	<ul style="list-style-type: none"> <li>○ Assist with management of existing and future Drive Clean Indiana &amp; GOEVIN electric vehicle grant portfolio</li> <li>○ Research grant opportunities and develop electric vehicle grant proposals.</li> <li>○ Evaluate applicability and implications of various federal, state and local electric vehicle laws and other regulatory or policy activities on the Coalition’s current operations and future activities.</li> <li>○ Work collaboratively in a team environment.</li> <li>○ Prioritize project activities and establishing timelines for implementation. Establish and maintain working groups to share the workload, build support for goals, and facilitate progress.</li> <li>○ Business development, marketing and fundraising for the Drive Clean Indiana/GOEVIN program.</li> <li>○ Media relations. Represent the Coalition, and communicate effectively in a variety of public and private forums, workshops including national conferences, meetings, fundraisers, dedication ceremonies, and media events. Statewide travel is expected. Generate positive, frequent media coverage.</li> <li>○ Event and webinar planning. Educate stakeholders about related policies and regulations. Plan Ride and Drives, Ribbon Cutting and other educational components.</li> <li>○ Meet with representatives of federal, state, and local regulatory agencies, other divisions/departments, interest groups, consultants, the media and other relevant parties in order to coordinate work and exchange information on electric vehicles.</li> <li>○ Provide public education, facilitate member recruitment and develop media contacts.</li> </ul>
Qualifications:	3+ years of experience with electric vehicles and the electric vehicle market is required. The ideal candidate is an experienced project manager with strong verbal and written communication skills. The candidate should have effective relationship-building skills that demonstrate the ability to collaborate with diverse actors and groups. The ideal candidate is a self-starter who can work independently of direct supervision. Strong consensus building skills are helpful.



	<p>Candidates should possess a strong interest in and capacity for grant writing. Candidates should also have experience with the following:</p> <ul style="list-style-type: none"> <li>○ Grant writing and project management;</li> <li>○ Excellent written and oral communication;</li> <li>○ Planning, organizing, and managing multiple priorities;</li> <li>○ Developing and implementing strategic plans and programs;</li> <li>○ An understanding of legal and regulatory environment and government programs, including laws, regulatory mandates and grant programs;</li> <li>○ An understanding of intergovernmental relations, political implications and barriers;</li> <li>○ Working with a minimal amount of supervision;</li> <li>○ A passion for environmental/ecological principles;</li> <li>○ Preparing and managing budgets;</li> <li>○ Research, evaluation and analytic skills;</li> <li>○ Ability to prepare and present technical materials to a wide variety of audiences;</li> <li>○ Excellent computer skills, including word processing, spreadsheets, databases and website development; and</li> <li>○ Excellent customer service skills.</li> </ul> <p>Bachelor’s degree required. Master’s degree, in relevant discipline, a plus.</p>
<p>Commitment to diversity</p>	<p>Drive Clean Indiana works to ensure that clean transportation technologies serve <u>all people</u>. We believe that a deliberate inclusion of diverse points of view and lived experiences enhance learning and understanding for all members of our Human Community. At Drive Clean Indiana, we are especially interested in candidates who are dedicated to committed to supporting, engaging with, and learning from diverse communities, as it is through these processes, we can improve the deployment of alternative fuel technologies for all</p>

Please submit a resume, 3 references, and salary requirements to [info@drivecleanindiana.org](mailto:info@drivecleanindiana.org)