



Manager of Regional Sustainability Programs

Purpose of the Position: Manage INCOG sustainability programs addressing air quality, alternate fuels, Clean Cities, Oklahoma C-Pace, energy efficiency, and water/wastewater regulation. In collaboration with program staff the manager and actively seek to understand gaps in sustainability and environmental needs of the INCOG region, and work to expand and establish policies and programs to enhance the region's sustainability practices and resources.

Essential Tasks:

- Collaboratively set the vision for regional sustainability; work with other INCOG departments on projects at the intersections of transportation, land use, economic development, and sustainability.
- Direct and coordinate program staff to efficiently manage existing and future sustainability and environmental programs.
- Research, evaluate and analyze regulatory and technical data and effectively communicate those results to diverse audiences.
- Work with policymakers, businesses, advocates, community members, and other stakeholders on environmental issues and solutions.
- Serve as a resource for all INCOG member governments as they set their own sustainability goals.
- Prepare and manage program budgets, progress reports, capital needs assessments and governmental and private funding resources.
- Write grants and proposals to seek funding.

Qualifications:

- Requires a degree in environmental policy, sustainability, or related field plus a minimum of 5 years' experience in program management. At least 2 years supervisory experience is preferred.
- Possess strong written and oral communication skills; have experience in addressing media, public, elected officials and local leaders.
- Experience with sustainability and environmental policy issues, intergovernmental relations, federal and state grant funding, proposal writing, and program management.

Working Environment:

Working environment is primarily indoors in an office setting with occasional outdoor public engagement events. Will require time working with program stakeholders outside of the office both during and outside of normal work hours. Lifting items up to twenty-five pounds may occasionally be necessary.

To apply please submit resume and cover letter to: INCOG Personnel Director, 2 West 2nd Street, Suite 800, Tulsa, Oklahoma, 74103-3123 or email to: resumes@incog.org