

# CORPORATE ENGAGEMENT MANAGER

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The We Mean Business coalition is looking for a *Corporate Engagement Manager* to support how the coalition designs, executes and measures the impact of its corporate engagement work. This position will serve as an essential touchpoint within the We Mean Business team and across the partner organizations. It is an instrumental role for advancing our shared strategy to deliver on bold and ambitious corporate climate action.

The Corporate Engagement Manager will help further shape our strategy for the Take Action campaign, that engages with leading and influential companies around the world to commit to specific actions on climate leadership. Our focus for the next two years is achieving a tipping point in the number of high impact, high emitting companies committing to action, with the goal of generating a fundamental shift in corporate climate leadership by 2020.

This position reports to the Corporate Engagement Director and is remote with a preference for individual located in Europe, but for the right candidate will consider someone in US East Coast time zone. Position will require regular international travel.

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## RESPONSIBILITIES:

- ▶ Support the refinement and delivery of the We Mean Business corporate engagement strategy, in coordination with the coalition partners
- ▶ Support the development and delivery of specific sector campaigns in key geographies, with a focus on high emitting sectors. This includes conducting and coordinating research and analysis, coordinating with partners, developing collateral, organizing sector strategy sessions, and company engagement
- ▶ Develop and manage strong and effective relationships with the partners to deliver on the coalition's mission through radical collaboration
- ▶ Manage special projects such as strengthening and streamlining corporate climate data within the coalition to track and communicate the coalition's progress, results, and impact
- ▶ Support the broader network of corporate engagement and policy teams within the coalition, including the Corporate Engagement and Policy Working Groups, and the Corporate Advisory Group, by providing logistical and content support for meetings and additional working groups
- ▶ Contribute to the re-granting management process to ensure strong alignment of the partners work with the corporate engagement strategy and We Mean Business mission
- ▶ Represent the We Mean Business team and coalition in partnerships and collaborations in a variety of forums in the climate community and the business community
- ▶ Develop and manage the CRM database to track relationships, conversations and engagement and to support communications with our network
- ▶ Coordinate and schedule internal and external meetings, events, and trips
- ▶ Regular travel domestically and internationally for internal and external meetings and events



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## EXPERIENCE:

- ▶ Bachelor's degree in business, sustainability, environmental sciences, or relevant field. Master's degree preferred.
- ▶ Minimum 7 years corporate engagement or corporate campaigning experience, preferably on climate, environment or related issue
- ▶ Experience working in the private sector preferred, and on climate or sustainability
- ▶ Experience working on domestic corporate climate issues in a major economy country.
- ▶ Demonstrated knowledge of climate change and sustainability issues relevant to the private sector.
- ▶ Demonstrated experience managing complex projects and multi-stakeholder partnerships.

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## SKILLS:

- ▶ Experience working with and managing a CRM--direct Salesforce experience is a bonus.
- ▶ Strong understanding and ability to analyze, synthesize corporate climate developments, trends, along with specific sectors and companies, and make recommendations to inform strategic focus and direction
- ▶ Ability to juggle multiple and competing priorities and balance day to day tasks with strategic, longer term goals and timelines
- ▶ Seasoned collaboration and relationship management skills with ability to achieve desired goals and impact working effectively across a diverse set of partners and priorities
- ▶ Effective written and oral communication skills with ability to communicate diplomatically in a diverse, multi-cultural environment
- ▶ Self-starter with ability to work independently and effectively, generating high quality work with minimal supervision
- ▶ Ability to convene and facilitate discussions among senior stakeholders.
- ▶ Flexibility and nimbleness
- ▶ Strong time management and prioritization skills
- ▶ Comfortable managing up, down, and across
- ▶ Experience and comfort with working remotely and using connectivity tools—Skype, Slack, Hangout, etc.
- ▶ Proficient in Office Suite and Mac working environments

### SUBMIT A COVER LETTER, RESUME AND BRIEF WRITING SAMPLE TO

[jobs@wemeanbusinesscoalition.org](mailto:jobs@wemeanbusinesscoalition.org) with subject line "Corporate Engagement Manager – YOUR NAME"

Applications will be considered on a rolling basis starting March 1, 2018

**Hiring Statement:** We Mean Business is a project of New Venture Fund (NVF), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. NVF is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. NVF's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.



[jobs@wemeanbusinesscoalition.org](mailto:jobs@wemeanbusinesscoalition.org)



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