**Deputy Director of Policy, Tech**  
*Washington, DC*

**WHO WE ARE**

We know that our climate goals can only be met by rapidly reducing emissions and removing the carbon that already exists in our atmosphere. Carbon180 is a climate NGO with a vision to remove legacy carbon emissions from the atmosphere and create a livable climate in which current and future generations can thrive. Based in Washington, DC, we design and champion equitable, science-based policies that bring carbon removal solutions to gigaton scale.

**THE OPPORTUNITY**

**Overview**

Carbon180 is seeking a deputy director of policy to lead Carbon180’s tech-based carbon removal policy work around direct air capture, mineralization, and other approaches. This role will manage and lead a team of policy experts to develop new policy ideas, engage with coalitions, and perform direct outreach and advocacy to policymakers. They will be responsible for developing and executing Carbon180’s federal policy strategy alongside other deputy directors and the policy director. They will also work closely with the communications, government affairs, and science and innovation teams to help leverage org-wide expertise to achieve our policy goals and organizational mission. This position will report to the policy director.

**Major Roles + Responsibilities**

- Lead the development of **Carbon180’s tech-based carbon removal policy strategy** and co-develop our broader policy strategy alongside the policy director.

- Manage a team of **2-3 policy staff** to accomplish this strategy, providing day-to-day project support, leading capacity planning across the team, and supporting individual professional development and mentorship.

- Track progress towards monthly, quarterly, and annual goals, as well as scope new policy opportunities.

- Develop new **tech-based carbon removal policies**, build and lead campaigns around key issue areas, and plan and lead coalition-building and outreach activities.

- Write reports, white papers, and blogs to further Carbon180’s thought leadership.

- Co-develop and carry out **congressional outreach plans** to support policy goals and educate policymakers in partnership with our government affairs team.
Coordinate with our communications team to support relevant content creation, media engagement, social media planning, and other communications tasks. Help plan policy-related events including briefings for staffers, reporters’ breakfasts, ENGO workshops, and more.

Work with our science and innovation team to ensure our policy development is rooted in the best available science.

Represent Carbon180 externally as a spokesperson in events, media interviews, and other communications.

Compensation + Benefits + Perks

Carbon180 is deeply committed to providing competitive compensation and comprehensive benefits to our employees.

The hiring range for this position will be between $110,000 and $142,500, commensurate with candidate experience.

Carbon180 prides itself on offering benefits and perks to our employees that illustrate how we live our values, including:

- 36-hour workweeks (we close at 1 pm every Friday) and dedicated no-meeting time each week
- Flexible work culture
- 4 weeks of PTO, 2 weeks of paid org-wide breaks (1 week in the summer and 1 in the winter), 2 weeks of sick leave, and 5 floating holidays/personal days
- 16 weeks of paid parental leave
- 100% company-covered insurance premiums for medical/dental/vision/long-term disability for you and your dependents
- A quarterly health and wellness stipend

WHO YOU ARE

Our ideal deputy director of policy believes deeply in our mission and that we must work quickly to realize it. Beyond that:

- Creative problem-solving fires you up. When faced with a mountain, you know there are plenty of ways to climb it. You aren’t dissuaded by challenges. In fact, you’re energized by envisioning approaches to facing them. You build structure out of chaos, but you believe nimble systems > bureaucracy any day.

- You build trust and leverage meaningful relationships to get things done. Your colleagues trust you to accomplish tasks in a mutually beneficial, non-transactional way. You are both warm and demanding. You do the things you say you will do, hold others to account, and support the people you engage in the pursuit of shared goals.

- You move fluidly from strategy to execution. You appreciate the big picture and feel inspired to set a bold vision, but you know it’s all in the details. You manage projects fluidly, fiercely prioritize, and track timelines, data, and information in an organized and systematic fashion. You don’t drop balls, miss deadlines, or forget to respond to someone’s inquiry.
You excel on a small, nimble team, and are happy wearing lots of hats. Working on a fast-paced and quickly growing team is familiar — and you love it. You are flexible, comfortable with ambiguity, know how to roll with the punches, can bounce right back after a setback, and get energy from building the plane as you fly it.

You’re a driver of results. You pursue ambitious goals and use your exceptional strategic, analytical, and critical-thinking skills to make data-informed decisions and achieve impressive outcomes.

You’re high-impact, low-ego, and kind to yourself and others. You choose optimism, assume the best, and resonate with our core values (see below).

You will also need:

- Proven track record (5+ years) working on policy and/or related climate issues
- Strong knowledge of climate change mitigation, especially related to carbon removal and direct air capture
- Familiarity with the state of the field with a strong intuition for implementing policies that effectively advance climate solutions
- A background of sustained, high-quality work in fast-paced environments
- Top-notch project management skills with a knack for staying organized and working across multiple competing projects and timelines
- A healthy dose of climate rage and the determination to do something about it

We currently require that all employees that plan to enter a Carbon180 office or otherwise meet in person with coworkers or other third parties on Carbon180 business are fully vaccinated against the COVID-19 virus. Accordingly, this role may require full COVID-19 vaccination (subject to any exemptions or accommodations due to medical or religious reasons).

TO APPLY

To apply for the role of deputy director of policy, tech, please submit an application here by Monday, November 28, 2022. Applications will be reviewed on a rolling basis so we encourage you to apply as soon as possible. If you have any questions or issues submitting an application, please email us at hiring@carbon180.org.

On the application, you’ll be asked to

- answer some basic questions about your background/experiences;
- in place of a cover letter, answer a few written reflection questions to help us learn more about your interest in joining our team and in this role specifically, and;
- attach your resume via email as prompted in the application form.
INTERVIEW PROCESS + TIMELINE

- Applications are being accepted through Monday, November 28, 2022 and reviewed on a rolling basis.
- There will be three rounds of interviews in December and January (and potentially early February, depending on scheduling around the holiday season).
- We anticipate extending an offer in late-February 2023.

OUR VALUES

At C180, we believe in living by an internal set of core values, which we strive to embody and celebrate in moments big and small.

- **One Boat.** We work hard to ensure that we are rowing in one direction as a team, aligning our work and resources to shared goals.
- **Pencil to Pen.** We think critically, do our research, and weigh multiple options. Then, we commit to move to action.
- **Win and Lose Together.** When one of us succeeds, we all win. When we encounter challenges, we determine how best to redirect the energy and resources of the team to solve them.
- **Person in the Professional.** Our team is composed of real people with real passions, interests, and needs, within and outside of our work. To be our best and most productive selves at work, we believe we need to care for ourselves and others.
- **Make Space, Share Space.** We believe in making space for all voices to be heard, within our team and our broader work — particularly and especially voices historically disenfranchised and disproportionately impacted by the effects of climate change.
- **Be a Window, Not a Door.** We’re committed to transparency and shining light on how and why decisions are made. We are honest with one another, ask for clarity, and operate with integrity to build a culture of trust.
- **Grow the Braintrust.** We are committed to constantly learning and staying up to speed on the science of our field. We work to grow our knowledge, sharpen our skills, and bring great minds to the field of carbon removal.

*Carbon180 is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria. Carbon180 continually seeks to enrich its staff and team culture. In particular, we’re dedicated to broadening opportunities for individuals from demographic groups that are historically underrepresented in the sciences and in environmental advocacy. We’re also committed to building an inclusive workplace culture where talented people of widely different backgrounds can thrive. We’ve adopted this commitment because we believe the inclusion of culturally diverse perspectives will improve our work and produce better societal and environmental outcomes for all, including historically disenfranchised communities.*