Manager, Mid-Atlantic Funding Navigator

**Background**
Inadequate water infrastructure puts lives, livelihoods, and the environment at risk and prevents residents from living the healthy and prosperous lives they deserve. Too many households lack reliable access to safe drinking water and sanitation. Too many communities face contamination from water pollution or are ill-equipped to manage stormwater, and climate change amplifies these threats. Systemic disinvestment along lines of race and class has resulted in communities of color and low-income communities bearing greater environmental injustices. Addressing such structural problems requires equitable public and private infrastructure investments.

With its national and local partners, EPIC is launching the Funding Navigator. The goal is to help under-resourced water utilities invest in climate-resilient drinking water provision, wastewater treatment, and stormwater management. EPIC is seeking to hire a project manager who has: 1) a passion for stepping up to this type of once-in-a-generation opportunity; 2) talent and hands-on experience managing projects involving teams with diverse perspectives or areas of expertise; and 3) experience working with communities or utilities on infrastructure projects. The position has significant flexibility in roles and responsibilities, depending on the skills, experience, and interest of the successful candidate.

**Position Description**
Reporting to the Funding Navigator Director, the Mid-Atlantic Funding Navigator Manager will lead and advance EPIC’s efforts to connect water utilities in under-resourced communities in the Mid-Atlantic region with technical assistance, community engagement, and state and federal funds for infrastructure, with a focus on the Delaware River Basin. We are looking for someone with experience managing projects with teams of contractors or stakeholders; engaging with funding program administrators, water utility managers, municipal leaders, or environmental justice groups; building or leading diverse coalitions; or experience with infrastructure funding programs. We seek candidates who can grow and manage EPIC’s Mid-Atlantic Funding Navigator within a small organizational structure and build momentum working with other nonprofits and technical assistance providers.

We know there is not one ideal candidate who has all the traits listed below. If you have a mix of interests, skills, and experience related to the above – and a passion for this work – please do not let a gap in your strengths stop you from applying for this role or reaching out. Intersectional, Black, indigenous, and people of color are encouraged to apply.

**Responsibilities**
- Together with the Funding Navigator Director and a team of local and national partners, recruit, build relationships with, and provide guidance and technical assistance to communities through all stages of the application process, from assessing needs and designing projects to developing robust applications for state and federal funds.
● Coordinate collaboration between partners. Provide communication on and management of EPIC’s program consultant contracts and MOUs with partners.
● Connect team and coordinate work of Mid-Atlantic Funding Navigator with national Funding Navigator work.
● Together with the Funding Navigator Director and team of partners, work with technical assistance providers and community-based organizations to assist in the development of effective infrastructure projects aligned with the Navigator program’s goals.
● Provide guidance, and help build an effective regional team that serves as an advocate for equitable public policies and investments in communities that need assistance.
● Identify and participate in working groups, associations, and nonprofit collaborations.
● Work with partners to provide thought leadership based on lessons learned, and contribute to case studies, blogs, best practices, and grant reports.
● Participate in webinars, convenings, and public events to highlight prominent issues and solutions.

Qualifications
● Bachelor’s degree required. Graduate degree (MBA, MS, MEM, MF, MPA or JD) preferred.
● 4+ years’ experience in one or more of the following areas: project management, water infrastructure design or finance, water utility operations or finance. We will consider time pursuing a graduate degree and other relevant experience toward the 4+ years of experience.
● Expertise providing leadership and/or coordinating teams to keep projects on track.
● Expertise in community-based participatory projects.
● Understanding of or willingness to learn about federal and state funding programs for water infrastructure.
● Experience leading initiatives that require carrying forward a vision, meeting multiple goals, thinking strategically, making quick decisions, and forming and sharing opinions on policy.
● Strong people and program management skills. This position will work with peers, contractors, and stakeholders on aligned goals.
● Ability to accomplish multiple goals with a focus on outcomes.
● Passion for pursuing equitable outcomes.
● Excellent communication skills.

We will prioritize candidates who can bring:
● Experience working in Pennsylvania or New Jersey.
● Understanding of the technical or financial management of a water system.
● Experience working for or providing technical assistance to a water utility.
● Skills and experience with community-centered project development.
● Experience managing, monitoring, or reporting for state or federal government funding programs.
● Experience measuring and evaluating project outcomes.
● Creative thinking and flexibility.
• A network of contacts within water utilities, trade associations, and local or state government agencies.

Location
The Manager will be based in Pennsylvania or New Jersey. Depending on pandemic-related conditions, this position normally requires travel to meetings, conferences, and other events. Work other than travel is done either in the Delaware River Valley Regional Planning Commission’s office or at the successful candidate’s home office.

Compensation and time commitment
EPIC offers competitive compensation commensurate with experience as well as a generous benefits package. The salary range for this position is $70,000 - $85,000.

Applying
Qualified candidates should send an email to Denise Schmidt at denise@policyinnovation.org with “Manager, Mid-Atlantic Funding Navigator” in the subject line. Please include a resume and a cover letter. Please also provide any supporting documents we should consider in evaluating your candidacy (e.g., writing samples).

About EPIC
Thank you for your interest in working with the Environmental Policy Innovation Center (EPIC). EPIC builds policies that deliver spectacular improvement in the speed and scale of environmental progress. A nonprofit start-up, EPIC is committed to finding and highlighting the best approaches to scaling up results quickly. EPIC works to further environmental and public health outcomes by improving water infrastructure, restoration, procurement, endangered species, and the use of data. Our largest program focuses on delivering better, safer, and more affordable water to historically underinvested communities. EPIC operates through a fiscal sponsorship with the Sand County Foundation. These values define the character and culture of our organization:
• Speed. When the planet’s on fire, rapid innovation is better than slow and steady.
• Equity. We are committed to environmental progress and to prosperity for all people, because the most enduring and exceptional outcomes require both.
• Honesty. We bring real data, analysis, and facts to the limelight. Being honest about what is working and not working is not always easy, but we are committed to telling the truth.
• Pragmatism. We focus on ambitious but achievable solutions and believe that compromise and progress is more effective than purity and stasis.
• Wall-less. Innovation happens more in places without hierarchies and where every person and every idea gets respect. We do that.
• Empathy. We must ensure the voices of all people affected by our work are heard. We will support each other and others outside our organization with justice and respect.