



We're looking for an Education & Community Fellow

About Elemental Excelerator

Elemental Excelerator is a nonprofit created in collaboration with Emerson Collective, an investment and philanthropic organization dedicated to removing barriers to opportunity. Elemental Excelerator works collaboratively with Emerson Collective's Elemental practice, which focuses on strengthening the relationship between humanity and nature through scalable, equitable, and innovative solutions. Each year, we find 15-20 companies that best fit our mission and fund each company up to \$1 million to improve systems that impact people's lives: energy, water, agriculture, transportation, and beyond. We are supported by the U.S. Navy and a diverse coalition of utility partners, corporate partners, state government, and philanthropic organizations.

We believe that our most complex problems require collective action – and that this action must start at the local level. Our goal is not only to curate a portfolio of innovative and impactful startups, but also to build an ecosystem of passionate people working to change the world, one community at a time. We hope you'll join us.

Education & Community Fellow

Elemental Excelerator (EEx) is looking for an individual to support the Education and Community Manager to evaluate Hawai'i's STEM ecosystem and support our EEx Internship program. This work is part of an overall push to foster deeper relationships between EEx and our education and workforce community here in Hawai'i.

The key responsibility for this role will be to work with and support the Education and Community Manager to help implement communication strategies, document project learnings and progress, and assist with program assessment forecasting, including budget planning.

Activities may include:

STEM ecosystem initiative:

- Co-strategize and co-deliver STEM stakeholder convenings across the state
- Assist with project management for STEM learning programs "living document" and workforce trajectory research
- Foster positive and collaborative relationships with our educational and business communities, local nonprofit organizations and government agencies
- Data gathering and analysis of current, new, and closed STEM programs for future resiliency design
- Assist with monitoring success of community engagement strategies and budget, and recommending course corrections as needed
- Representing EEx at community initiatives and events that support our goals and strategies

- Assist with developing a crosswalk framework for STEM-related career pathways and global sustainability metrics
- Assist with partnership check-ins and reporting with our partnership grants and/or sponsorships

Internship Program:

- Assist with developing and maintaining educational partnerships for student recruitment, including service support to company mentors
- Manage internship matrix and intern personnel files
- Coordinate and schedule weekly intern cohort check-ins and assignments
- Co-plan and co-deliver intern kick-off events, field trips and work-based learning experiences
- Assist with conducting internship exit interviews and program deliverables.

Qualifications

Minimum Qualifications:

- Bachelor's degree in relevant field (e.g., education, communications, public relations/marketing, public policy, economics)
- Demonstrated interest in EEx's education and community core areas of STEM education & access, economic development and community engagement, innovation, entrepreneurship
- Demonstrated fluency in methods of qualitative and quantitative analysis; high-level Excel function ability
- Understanding of design and implementation of evaluation tools to gauge and ensure impact
- Familiarity with Hawai'i's educational ecosystem and Department of Education
- Excellent oral and written communications skills
- Flexible mindset to think creatively
- High energy, initiative and problem-solving
- Deeply committed to personal and organizational excellence

Preferred Qualifications:

- Working knowledge and experience in the State of Hawai'i Department of Education system
- Prior community organizing, campaign organizing and/or other methods of constituent building experience either on a large or small scale
- Knowledge of community development issues and experience working in diverse communities
- Familiarity with policymaking process gained through prior work or internship experience in state or local government
- Fluency in sustainability metrics and reporting

Compensation

Competitive pay will be offered commensurate with qualifications, and competitive benefits will be provided. This is a full-time "at-will" position working 40 hours per week. Some interisland travel required.

Please submit a resume and cover letter online at www.elementalexcelerator.com/mission. Equal Employment Opportunity Employer.

We will accept and review applications on a rolling basis. Although all applications will be considered, we may be unable to respond to all inquiries.