



## ELEMENTAL EXCELERATOR

### We're looking for a Partnerships and Policy Manager!

#### **About Elemental Excelsior**

Elemental Excelsior advances solutions to climate change, and deploys those solutions in the communities that need them the most. 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, transportation, water, agriculture, and beyond. To date, we have awarded over \$36 million to 99 companies and deployed more than 50 projects in Hawaii, California's frontline communities, and the Asia Pacific. For more information, please visit [elementalexcelerator.com](http://elementalexcelerator.com).

#### ***Our Core Values***

At Elemental Excelsior, our values drive the way we achieve our mission, approach each day in the office, and build our team. We blend a growth mindset with diverse backgrounds and roots, cultivating a dynamic culture where everyone's contributions are valued and encouraged.

- Team over self - we put the mission and team first.
- Driving for improvement - we are hungry for excellence and growth as individuals so that we can grow as an organization.
- Joyful work - we approach the world with warmth, assume positive intentions, and seek to bring joy to those around us.

#### **Partnerships and Policy Manager**

Elemental Excelsior is looking for an individual to lead work with key Elemental Excelsior partners in the energy efficiency, transportation, and power and distribution industries in Hawai'i. They will deliver contract requirements, develop and support innovation project deployment, and facilitate network convenings to support innovation in these sectors.

This position will report to the Director of External Affairs and offers an opportunity to contribute to the growth of our program and companies in our portfolio, working together to address climate change. The Elemental work environment and culture is fast-paced, fun, and results-oriented, offering opportunities to learn, grow, and contribute to a high-performing team.

The key responsibilities for this role are:

- Management of key partnerships with energy and/or transportation partners
  - Contract and project manage, guide, and develop multi-year partnership with energy and/or transportation partners
  - Support portfolio companies on project identification, scoping, deployment and delivery with partners
  - Identify relevant project partners and facilitate introductions for portfolio companies

- Work with government partners to identify and address policy barriers and opportunities
- Conduct annual innovation needs assessments for key partners
- Work with the Director of Innovation - Equity & Access to support "equity out" program deployment in Hawai'i.
- Policy Support
  - Assists with Elemental's government affairs and other policy related consultants;
  - Conduct research, analysis, and evaluation of the effects of proposed legislation at state, county, and federal level;
  - Draft/Prepares policy briefs, testimony, presentation talking points, and other materials.
  - Collect and analyze data regarding the effectiveness of projects, policies, key metrics, and needs within the data circle.
- Facilitation
  - Lead small to medium person convenings with industry partners
- Operations
  - Manage deliverables and contracts for relevant contracts
  - Develop metrics, collect data, and analyze results to support continuous learning and improvement

**Qualifications:**

- Minimum Qualifications:
  - 5 years of experience with Hawai'i-based state, local government or regulatory institution
  - Experience in one or both industry areas: transportation/mobility or energy
  - Bachelor's degree from an accredited post-secondary institution
  - Proven project management skills
  - Eager to learn and tackle new challenges
  - Excellent oral and written communications skills
  - Experience working with and/or engaging with diverse corporate and government partners
  - Outstanding organizational skills
  - Receptive to feedback and highly coachable
  - Ability to work within deadlines and carry projects through to completion
- Preferred Qualifications:
  - Experience convening and leading meetings
  - Experience working in a startup
  - Experience working with government officials
- Other Details:
  - This position is based in Honolulu, Hawai'i. No other locations will be considered.

- Moderate domestic and inter-island travel will be required

### **Compensation & Benefits**

Elemental Excelerator offers a competitive salary based on the organization's compensation philosophy, which is grounded in market data. We also offer comprehensive health & welfare benefits and top of the market paid time off. This is a full-time "at-will" position working 40 hours per week.

### **How to Apply**

Please submit a resume and cover letter online at <https://elementalexcelerator.com/mission/#join>.

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.

Elemental Excelerator is an Equal Opportunity Employer (EOE) and committed to building a more inclusive ecosystem that integrates women, people of color, and other underrepresented groups into the climate-tech sector. We strongly encourage applications from qualified applicants and members of underrepresented groups.