



Associate Director of Workforce Development

Do you want to advance racial and economic justice while tackling climate change?

At All In Energy, we believe that in order to effectively combat the existential threat of climate change we must choose solutions and strategies that also directly confront and help to resolve the generational societal challenges of income inequality, and social and racial injustice. That's why we're on a mission to accelerate the transition to an inclusive clean energy economy by bringing energy efficiency and renewable energy to underserved communities while increasing job opportunities for diverse talent in the clean energy industry. We work hand-in-hand with cities and local community organizations, and clean energy companies to connect communities of color, non-English speakers, landlords/renters, and small businesses to energy-saving programs and affordable renewable energy. An emerging part of this work is ensuring that there is representation from these communities at the clean energy companies that deliver energy services there. All In Energy is a 6-year-old nonprofit with exciting opportunities for growth on the horizon; help build out the next big thing while filling an important gap in the clean energy ecosystem.

We are seeking a dynamic **Associate Director of Workforce Development** to spearhead the planning, piloting, and scaling of our workforce development program aimed at deepening the expertise and expanding the skillsets of our Customer Action Team members, preparing them to become energy auditors. This role is critical to achieving our goal of building an inclusive workforce that reflects the diversity of the communities we serve and is better equipped to deliver equitable service there. The Associate Director will develop strategic partnerships, manage training programs, and ensure the successful transition of program participants into energy specialist roles. This is initially a one-year position with the intention of elevation to a Director level position once the model is proven. The position will be based in our new Lawrence, Massachusetts office.

Key Responsibilities:

- **Program Development and Management:** Oversee the design and implementation of our workforce development initiative to transition Customer Action Coordinators to Home Energy Auditors. Manage the piloting and scaling of the workforce program, ensuring it meets defined goals and outcomes.
- **Partnership and Collaboration:** Establish and maintain relationships with energy efficiency companies and training providers. Collaborate with partners to provide shadowing, mentorship, and job placement opportunities for program participants.
- **Participant Support and Development:** Develop and manage a structured training program, including classroom-based learning, on-the-job shadowing, and certification processes. Understand and provide or procure needed ongoing surround support and mentorship to program participants to ensure their successful transition into energy specialist roles.
- **Recruitment and Outreach:** Lead recruitment efforts to attract candidates from environmental justice communities and implement targeted outreach initiatives to engage bilingual individuals, particularly Spanish-, Portuguese-, and Khmer-speaking candidates.
- **Evaluation and Reporting:** Monitor and evaluate program effectiveness, making data-driven adjustments as needed, and prepare and submit quarterly and final reports on program progress and outcomes.
- **Preparation for Scaling:** Finalize scalable model and identify opportunities to fund this scaling. Support All In Energy development team in securing funding.

Qualifications:

- 5+ years of experience in workforce development and program management OR
- 3+ years of experience in roles that include training and mentoring early-career staff and program design or management directly related to home energy efficiency
- Experience working with diverse populations, particularly in low-to-moderate income or majority-minority communities.
- Self-starter with entrepreneurial mindset who can operate independently
- Strong project management skills, with the ability to lead multiple initiatives simultaneously
- Excellent communication and interpersonal skills, including the ability to collaborate effectively with partners and stakeholders

Preferred Qualifications:

- Knowledge of Mass Save energy efficiency programs and Massachusetts's decarbonization efforts and renewable energy programs.
- Relevant certifications such as Building Performance Institute, LEED, or HERS
- Native or fluent speaker and writer in the language(s) prevalent in communities we serve: Spanish, Portuguese, Chinese, Khmer, Russian, Haitian Creole, and/or Cape Verdean Creole.
- Experience in designing and implementing training programs.
- Proven ability to secure funding and manage budgets.
- Experience with recruitment and talent development.

Hours, Compensation, and Benefits: For a full detailed list go to bit.ly/AIEbenefits

- 40-hour work week with an annual salary of \$74,600 commensurate with experience.
- Flexible work arrangements, relaxed dress code, and generous paid time off.
- Health, dental, and vision insurance.
- Retirement plan, business travel reimbursement, and stipends for workspace ergonomics furniture, professional development, remote work and wellness.
- Technology access with the option to purchase upon departure.
- Hybrid work possible with regular mandatory attendance in the Lawrence office

All In Energy is an equal-opportunity employer that values diversity. In particular, we're dedicated to broadening opportunities for individuals from demographic groups that are historically underrepresented in the clean energy economy. We're committed to building an inclusive workplace culture where talented people of widely diverse backgrounds can thrive. We are actively seeking people who bring diverse backgrounds and perspectives to join us in this work.

To apply, please email a brief cover letter and resume to careers@allinenergy.org with the subject line "Associate Workforce Director".