

Electric Fleets Program Manager Electrification Coalition

About Electrification Coalition

The Electrification Coalition is a nonpartisan, not-for-profit group of business leaders committed to promoting policies and actions that facilitate the deployment of electric vehicles on a mass scale. The members are leaders of companies representing the entire value chain of an electrified transportation system. The Electrification Coalition works to end the oil dependence which threatens the nation's economic, environmental and national security by working towards the long-term solution of electrification of transportation.

The Electrification Coalition (EC) works in a partnership with Securing America's Future Energy (SAFE). SAFE unites prominent military and business leaders to develop and advocate for policies that improve America's energy security by significantly curtailing our dependence on oil and promoting responsible use of our domestic energy sources.

For more information, visit electrificationcoalition.org, secureenergy.org and www.DriveEVfleets.org

The Opportunity

The Electric Vehicle Fleets Program Manager will oversee several national programs to advance the adoption of plug-in electric vehicles for the Electrification Coalition (EC), most notably the Climate Mayors Electric Vehicle Purchasing Collaborative. This manager will lead the EC's program planning, as well as execute tasks and deliverables to ensure that the EC meets all defined program goals. The ideal candidate will have some direct experience in electric mobility, vehicle fleets, or charging infrastructure. The Program Manager will also be responsible for providing ongoing electric vehicle and fleet expertise to both partners and staff to overcome barriers to implementation.

The Program Manager will also be responsible for all project reporting and tracking, and have day-to-day oversight of workplans, timelines, deliverables, budgets and other areas that will be critical to increasing the electric vehicle adoption in corporate and governmental fleets. The position reports directly to the Director of EV and Smart Mobility Programs and the VP of Electrification Coalition.

This is a remote, work-from-home position that is open to candidates across the continental U.S., with preferred locations in Washington D.C, Raleigh/Durham/Chapel Hill, San Diego, or Los Angeles.

Key Responsibilities

- Support the creation of and implementation of workplans that will support fleet adoption.
- Provide ongoing analysis of defined programs and identify barriers and proposed solutions to advance program goals.
- Provide managerial oversight of Organizer, as well as Fleet Technical Lead positions.
- Oversee or support program subcontractors as needed.
- Liaise between program staff and EC leadership.
- Ensure that daily and weekly priorities are contributing directly to project milestones, KPIs and goals.
- Collect all data from team and integrate into regular reports to project funder.
- Develop public and private partnerships that will expand the impact of the EC Fleet programs.
- Recruit leadership from participating states, cities, fleet industry agencies, EV supply chain, and other actors in the targeted region.
- Target cities and regions that have expressed interest in city or other non-federal fleets transition.

Professional Skills and Qualifications

- Bachelor's degree and/or at least 5 years of experience in any of the following fields: the electric vehicle industry, fleet management, advanced transportation, vehicle procurement or related field with at least two years of this work in a project management capacity.
- Direct fleet, municipal or utility experience
- Direct project management and program development experience coordinating or supporting all parts of a program.
- Experience coordinating field-based programs that work to actively engage a broad stakeholder community.
- Strong ability to develop and manage relationships at multiple levels.
- Ability to manage multiple program elements, consultants, and volunteers.
- Strong ability to work with partners that represent broad interests including corporations, non-profit groups, academia, and volunteers.
- An adaptable and flexible nature that can change projects quickly but still hold priorities.
- Ability to work both independently without close oversight, but also to be a team player who will productively engage with others at varying levels of seniority within and outside of the EC.
- Strong entrepreneurial/opportunistic approach to work and programs.
- Strong organizational and time management skills with exceptional attention to detail.
- Excellent verbal and written communication skills.
- A professional and resourceful style—the ability to work independently and as a team player, to take initiative and to manage multiple tasks at a time.

To Apply

Expand HR Consulting, www.expandhr.com, has been retained to assist Electrification Coalition with this search. To apply, please send a letter of interest and resume to Erica Thomas, Sr. Consultant, ethomas@expandhr.com, subject line "Electric Fleets Program Manager".
EOE/m/f/d/v.