



RESOURCES LEGACY FUND
CREATIVE SOLUTIONS. LASTING RESULTS.

Policy Director Center for Western Priorities

The Center for Western Priorities (CWP) is a nonpartisan engagement center focused on the protection and responsible use of public lands in the American West. CWP serves as a source of accurate information, promotes responsible policies and practices, and ensures accountability at all levels to protect land, water, and communities. CWP advances responsible conservation and energy practices in the American West by encouraging open, public debate, leveraging innovative strategies from national marketing initiatives, a popular podcast, online social media campaigns, and effective paid and earned media campaigns.

CWP is a fiscally sponsored project of Resources Legacy Fund (RLF). RLF builds alliances that advance bold solutions to secure a just and resilient world for people and nature. RLF partners with philanthropy, community groups, government, science, and business to promote smart policies and ensure equitable public funding for the environment, climate change resilience, and healthy communities. Across the American West and internationally, RLF manages complex, multi-year grantmaking programs and fiscally sponsors projects that accelerate change on environmental and equity issues.

Policy Director

The Policy Director oversees CWP's conservation policy program. The Policy Director is a senior member of the CWP team. Responsibilities include strategic planning, leading campaigns, developing written content, and working with the policy and communications teams to think creatively about how to advance CWP's policy goals and helping coordinate the organization's media and communications efforts.

Position Summary:

- Oversee research and development of data-driven reports and policy content.
- Identify strategic opportunities for CWP to engage on public lands and energy policy.
- Participate in strategic planning and campaign development.
- Build and maintain relationships with allies, including policy professionals and other stakeholders that work on western land and energy issues.
- Work with media team to produce pitches, press releases, and other earned media products, and help lead rapid response efforts.
- On a rotating basis with other CWP staff, compiling and disseminating Look West, a morning email newsletter of western land and energy clips.
- Represent CWP in the media and with partners.
- Interface with key individuals and groups in Washington, DC and in the West.
- Attending regular staff meetings and team retreats.
- Some travel required.

The Policy Director is a full-time, exempt position and reports to CWP's Executive Director. This position is located in Denver, CO where CWP is based, but we will consider candidates based in Washington, DC.

Qualifications:

Note: These qualifications are guidelines, not hard and fast rules, so if you have 75% of the qualifications listed, we encourage you to apply. Experience can include paid and unpaid experience, including volunteer work that helped you to build the competencies, knowledge, and skills needed for this position. Applying gives you the opportunity to be considered.

- 5-10 years work experience in government, communications, advocacy, or politics preferred.
- Knowledge of public lands, energy, and climate issues preferred.
- Strong research, written, and verbal communications skills.
- Proven ability to effectively organize and manage multiple responsibilities.
- Ability to manage project workflow and juggle multiple tasks under tight deadlines.
- Innovative and solutions oriented – demonstrated resourcefulness, optimism, and flexibility in approach to project assignments.
- Ability to communicate clearly and effectively, both verbally and in written format, with varying levels of CWP staff, consultants, policy makers, and media.
- Highly organized and detail-oriented.
- Team player with the ability to lead CWP campaigns.
- Strong computer skills, including the Microsoft Office Suite and/or Google Workspace.
- Data analysis experience preferred.
- Bachelor's degree in environmental studies, public policy, political science, communications, journalism, or related area of study highly desirable.

Compensation and Benefits: \$72,000 - \$85,000; salary commensurate with related work experience and qualifications. We offer a comprehensive benefit package including medical, dental, vision insurance, retirement plan, and generous paid time off.

Procedure for Candidacy:

Applications will be accepted on a rolling basis. Review of applications will begin on Wednesday, June 1, 2022 and will continue until the position has been filled. After initial application review, we will reach out to selected candidates for a phone interview, which will be followed by a video interview for final candidates.

Interested individuals should send a cover letter and resume to: jobs@westernpriorities.org

RLF is an equal opportunity employer and welcomes applications from all qualified candidates regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious

or political affiliation, or sexual orientation. We are committed to providing a work environment free from discrimination, where all team members feel valued, respected, and included. We know that our work is enriched by the varied voices and perspectives of every staff and board member, so we are committed to making an earnest effort to recruit, welcome, train, develop, and retain talented individuals from diverse backgrounds. We believe that a diverse and inclusive culture expands our creative capacity to do our work and achieve greater outcomes for people and the natural world. Learn more about RLF's commitment to diversity, equity, and inclusion on our website.

RLF requires that employees be vaccinated for COVID-19 prior to visiting or working in an RLF office or conducting any travel or in-person meetings on behalf of our organization. If you are hired for this position, RLF will require proof that you are up to date on COVID-19 vaccinations or have a valid religious or medical reason not to be vaccinated.