

Energy Foundation

Illinois State Director (SD) Scope of Work

The State Director (SD) is a contract position that supports the Energy Foundation's (EF) work in the state by developing and strengthening coalitions and pursuing collaborative campaigns to further the program's equity and inclusion, clean energy, and climate objectives.

Primary responsibilities include the following:

Coalition Management:

This state-based consultant is responsible for supporting efforts to ensure that organizations are working together to identify and pursue shared goals, strategies, and targets using a collaborative campaign approach. This contract must embrace the dual roles of supporting the convening of coalitions and managing coalition efforts to achieve identified campaign and policy targets and outcomes. Another important function of the SD is to lead the annual strategic planning process and, consequently, support grantees and consultants in executing and adjusting the jointly held goals and strategies over time and with special attention given to diversity, equity, and inclusion (DEI).

This engagement requires the regular convening and facilitation of the [Illinois Clean Jobs Coalition](#) (ICJC) Steering Committee, assisting organizations in developing trusted relationships with and among their coalition partners (funders, consultants, and advocates). Coordinating across constituencies and campaigns partners, assisting with information sharing, and timely communication among advocates is important to the success of the program.

Relationship Management and Fostering Accountability:

Develop, maintain, and grow relationships with grantees and consultants who are leading, engaging in, and supporting the coalition and campaigns. This includes the direct management of a state-based consultant team of policy, communications, government affairs, campaign, business, and other contract positions as requested by EF, who will regularly report to the SD and work in service to grantees and the state coalition. Regular communication and meetings with grantees will also be required for ongoing strategic alignment and achievement of organizations' grant deliverables.

Grant-making Support:

The SD will provide grant-making recommendations that align with the state goals and strategies to EF staff. The SD will also be expected to support EF's mission of aligned grantmaking with funding partners by providing advice and insights on EF's Illinois efforts and opportunities for amplifying the impact of the work through program alignment, as appropriate and as time permits.

Grants will support the cultivation of new allies, creation of new organizations (when warranted), priority constituencies, program activities (e.g., polling, digital media, economic analysis), and building capacity with the most influential constituencies and organizations, especially “front-line” community voices.

Other Notes: This is a consulting engagement (through either a consulting firm or independent contracting) that reports to the Energy Foundation Program Director—Midwest Campaigns. The SD must reside in Illinois, and familiarity with the Illinois political and policy landscape is strongly preferred. The work will require a commitment of 30-35 hours/week on average. Some travel within the state will also be required.

State Director - Priority skills, competencies, and experience

- Exceptional facilitation, coalition-building, and issue campaign management skills are required.
- Possess exceptional collaboration skills. Be a consensus builder and strengthen relationships among and across a diverse group of grantees and stakeholders.
- Ability to problem solve and effectively resolve conflict.
- Patience while supporting the leadership and development of grantees and coalition campaign partners, and taking a “back seat” while grantees and coalition partners lead.
- Ability to measure progress toward shared campaign goals, proactively identify strategic adjustments or investments as the need arises.
- Issue advocacy experience and a general understanding of the state legislative process is important.
- Strong management and organizational skills.
- Ability to develop, maintain, and grow relationships with a diverse group of in-state partners, including grantees, consultants, and funders.

Please contact Vic Swaney, Midwest Program Coordinator, with questions or to express interest at victoria.swaney@ef.org