

## Position Description: Associate Director of Engagement

### Position Summary

The Associate Director of Engagement will lead Climate Interactive's Engagement efforts by serving as a team manager, climate engagement thought leader, and strategic advisor to key stakeholders around the world.

The ideal candidate for this role has a track record of managing people, priorities, and operations to deliver measurable mission-driven results; leading high-impact climate engagement initiatives across policy, corporate, and analytical contexts; translating complex climate data into decision-ready insights; shaping strategic communications and thought leadership; and building cross-sector partnerships and scalable programs.

The ideal candidate also has a passion for Climate Interactive's mission and is committed to our organizational principles of equity and inclusion.

### About Climate Interactive

Climate Interactive envisions a thriving world, where greenhouse gas emissions are falling rapidly. Our mission is to create and share tools that drive effective and equitable climate action. Our tools and interactive experiences—including our flagship climate simulator En-ROADS—simulate the impacts of global policies and technologies on climate change worldwide. We, along with our global network of experts who we train and support, use these tools to engage decision makers worldwide and motivate them to take effective action on climate change.

Climate Interactive's tools are used by over 1.6M people worldwide. To date, we and our network of Climate Ambassadors have engaged 18,230+ leaders in government, business, and finance around effective and equitable climate solutions.

Climate Interactive is a fiscally-sponsored project of New Venture Fund ("NVF"), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs.

## Responsibilities

### *Departmental Oversight & People Management*

- Manage the Engagement Team staff, by fostering trust and collaboration, providing clear professional growth trajectories, and day-to-day support.
- Set annual objectives and KPIs for Engagement programs and team; track and report progress, including identifying and resolving risks and opportunities.
- Guide departmental processes and procedures to support the development and delivery of grant-funded programs and projects that are on-time and in-scope.
- Oversee the Communications function and serve as a senior editor on communications materials, providing quality control and ensuring the strategic alignment of all messaging.
- Oversee the Partnerships function, helping to build our partnership programs and foster relationships aligned with Climate Interactive's mission and strategy.
- Oversee user support documentation and training platforms—including the User Guide, Knowledge Base, and Mastering En-ROADS course—to ensure clarity, accessibility, and high-impact engagement for diverse global audiences.
- Serve as a bridge for communications and knowledge-sharing between the Engagement team, Tech team, and the rest of the organization.

### *Stakeholder Engagement*

- Build and maintain relationships with key decision-makers around the world, and use Climate Interactive's tools and programs to support leaders in making effective and impactful climate policy and investment decisions.
- Deliver high-profile engagements—including Climate Interactive's flagship workshops—with diverse international stakeholders, including policymakers, corporate executives, financial leaders, regulators and standard-setters, professors, and non-profit partners.
- Guide the En-ROADS Climate Ambassador (ECA) program to deliver the greatest-possible impact towards our mission.
- Scale use of our simulators as an essential resource for engagement and analysis by diverse audiences worldwide.

### *Thought Leadership & Subject Matter Expertise*

- Serve as a primary thought leader by distilling and sharing decision-useful insights from our work, and supporting others on the team to do the same.
- Build out, and scale over time, a formal thought leadership function—including written and in-person thought leadership—and serve as primary editor for all thought leadership materials.
- Serve as a thinking partner with the Tech Team and our Engagement/Tech Project Managers to guide the development of user-friendly, policy-relevant, decision-useful tools.
- Collaborate with Climate Interactive's Directors and Program Managers to evaluate and evolve strategy and programs, and to develop and implement strategic plans.

## Qualifications

- Minimum of seven years climate engagement experience, preferably in the areas of policymaker and corporate executive engagements, climate model or data analysis engagement, climate thought leadership, and media relations.
- Demonstrated expertise and professional experience in at least one of these sectors: national or international climate policy, climate scenario analysis, climate-related financial disclosures, renewable energy transition, or greenhouse gas reduction pathways.
- Experience building, organizing, and managing internal functions and external programs for long-term impact.
- Proven track record as an effective line manager, with at least one reference from a former or current direct report required.
- Highly-effective time management and decision making skills, with the ability to prioritize competing priorities and multiple projects.
- Experience scaling engagement programs, with the ability to apply marketing and business development practices to the non-profit sector to increase visibility and impact.
- Proven track record of guiding engagement programs, communications and thought leadership content, and strategic partnerships to meet strategic goals and best deliver on a mission.
- Proven ability to distill insights relevant for decision-makers from technical climate tools or quantitative analysis.
- Editorial expertise, with an emphasis on delivering strategic messaging and ensuring quality control.
- Exceptional relationship-building skills, with the ability to bridge between technical and non-technical audiences and engage stakeholders across all levels of seniority and expertise.
- Able to work independently in a remote environment and be highly productive.
- Willing and able to live the values of equity and inclusion at all times while working for and representing Climate Interactive.
- Advance degrees preferred but not required.

## Location

Remote within the U.S., with the ability to coordinate with the East Coast time zone.

## Compensation

Climate Interactive offers a generous compensation package for this role, including:

- Starting salary of between \$125,000-\$155,000, with exact compensation varying based on skills and experience.
- 100% employer-paid health, dental, and vision insurances for employees (and their families).

- 3% automatic employer-paid retirement contribution (401K) plus up to an additional 3% match on employee contributions.
- Short- and long-term disability and life insurance.
- Cell phone, internet, and fitness expense benefits.
- Pre-tax transportation benefits.
- 80 hours of vacation time for Year 1 OR a match of your current vacation leave up to 200 hours, 80 hours of health leave, 2 days of casual leave, 20 hours of volunteer leave, and 13 paid holidays throughout the calendar year.
- 12 weeks of paid family and medical leave after 90 days of employment.

## Reporting Structure

The Associate Director of Engagement will report to Climate Interactive's Director of Programs.

The Associate Director of Engagement will serve as a line manager for Climate Interactive's Engagement Project Managers, Partnerships Manager, and Communications Manager.

## Overtime Status

Exempt; full-time.

## How to Apply

Please provide your resume and a brief cover letter (approximately 250 words) detailing your interest in and qualifications for the role of Associate Director of Engagement. You can apply directly on [ClimateBase](#), or may submit an email to [careers@climateinteractive.org](mailto:careers@climateinteractive.org).

## Hiring Statement

Climate Interactive is a fiscally-sponsored project of New Venture Fund (NVF), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. NVF is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. NVF's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

## E-Verify

NVF participates in [E-Verify](#) and will provide the federal government with employees' Form I-9 information to confirm authorization to work in the United States. Job candidates and employees authorized to work [may not be discriminated against](#) on the basis of national origin or citizenship status.