



Appointment of
**Deputy Vice President
of Programs**

June 2022



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About ClimateWorks Foundation

We help funders invest in effective climate strategies around the world.

ClimateWorks Foundation is a global organization committed to the mission of ending the climate crisis by amplifying the power of philanthropy. Since our founding in 2008, we've collaborated with foundations, NGOs, and climate leaders around the world to tackle climate change on a global scale. We have awarded over \$1.3 billion in grants to more than 600 organizations that advance climate solutions in over 50 countries. We have helped grow the field of climate philanthropy to where it stands today, establishing infrastructure, global networks, and momentum for continued growth. Through our Global Programs and Services, we equip philanthropy with global knowledge, networks, and solutions to drive climate progress.

We live and breathe climate philanthropy. To end the climate crisis, we have to move faster, think bigger, and work together. Our collaborative global programs and services scale solutions and produce results that are bending the emissions curve.

- **Scaling solutions:** Our collaborative **Global Programs** – focused on solution areas including clean cooling, industry, clean shipping and aviation, electrification of transport, carbon dioxide removal, clean energy, food and agriculture, and more – produce results that are bending the greenhouse gas emissions curve. From the U.S. to Europe, China, Brazil, India, and beyond, we collaborate with a diverse community of funders, NGOs, and climate leaders to accelerate just and equitable climate solutions.
- **Guiding and supporting funders:** Our **Global Services** provide funders with comprehensive resources to assess, build, evolve, and execute high-impact climate-giving strategies. Our Global Intelligence service equips funders and the climate community with climate insights to pinpoint opportunities for impact and philanthropic insights to help identify investment priorities. We facilitate **Global Collaborations** that enable funders to increase individual and collective impact. Our **Global Grantmaking** services enable funders to invest in climate solutions around the world.
- **Fostering collaboration, exploration, and growth:** Our collaborative approach and commitment to learning ensures that we continuously explore innovative ideas and emerging opportunities – all with the aim of scaling philanthropy-supported initiatives to help end the climate crisis.



Our Strategy

We envision a planet that is a thriving home for people around the world for generations to come.

As the world enters a decisive decade in the fight against the climate crisis, our **five-year strategic plan** will guide us as we work to amplify the power of a climate philanthropy community that is larger, more coordinated, more international, and growing faster than ever.

It has never been more urgent that humanity rise to the climate challenge, and the opportunities for philanthropy to contribute have never been greater. Building on ClimateWorks' history, empowered by our partnerships, and guided by our strategic plan, we look forward to making important new contributions to transformative climate successes in the years ahead.



Our Organization

As experts in climate science, public policy, economic and social analysis, and strategic philanthropy, ClimateWorks' staff understands the multi-faceted challenges and opportunities of climate change. We are researchers, analysts, strategists, collaborators, and grantmakers who care passionately about our mission.

Learn more about our People and Partners here:
<https://www.climateworks.org/about-us/>.

ClimateWorks Foundation is a U.S.-based 501(c)(3) public charity. To review our 990s, please visit:
<https://www.climateworks.org/about-us/financial-information/>.

Department Summary

The ClimateWorks Programs Team drives innovation and climate solutions that scale. Through our portfolio of global and transnational climate mitigation strategies and grantmaking, we help funders maximize their philanthropic impact. ClimateWorks supports climate change mitigation efforts from early explorations to scaled initiatives. We help develop innovative and high-impact solutions, fund their implementation, and scale up those that show the greatest promise.

The ClimateWorks Programs Team is nearly 60 strong and growing. It includes 12 senior experts (Program Directors and Strategists), each of whom engages partners in many countries to advance climate solutions globally. Senior Programs staff are sought after international experts, authors, speakers, and network-builders. Information on ClimateWorks' Global Programs can be found here: <https://www.climateworks.org/programs>.

Our Commitment to Racial and Social Justice

At ClimateWorks Foundation, we are driven by our vision of creating a thriving planet for all living beings for generations to come. We aim to foster an inclusive workplace that values diverse lived experiences and emphasizes the voices of marginalized people — especially Black, Indigenous, and People of Color — who are most vulnerable to climate impacts, and whose voices, ideas, and leadership are crucial to winning the climate fight.

To ensure that we are making meaningful progress, we have made a set of diversity, equity, and inclusion commitments across all dimensions of our work to further our mission and realize our vision. For more information, please visit: [Fostering Racial and Social Justice in Pursuit of our Mission](#).



Job Description

In close collaboration with the Vice President of Programs, the Deputy Vice President of Programs will co-lead the team of dedicated programmatic experts while expanding the level of connectivity across a wide range of sectoral and geographic climate change mitigation opportunities.

This individual will lead strategy discussions among the programs team on cross-cutting themes and topics to enhance all programmatic strategies and help drive ClimateWorks' programmatic thought leadership, as well as helping to explore new opportunities for impact. This position will have a strong focus on supporting the VP of Programs in ensuring the Programs Team, and Program Directors in particular, have the resources, knowledge, guidance and tools needed to deliver exceptional, cutting-edge programs. ClimateWorks is experiencing rapid growth in a highly dynamic, evolving environment.

Job Description

As the size and scope of the ClimateWorks Program Team expands, the Deputy VP of Programs will work in partnership with an experienced VP of Programs to provide the leadership, guidance and management to support the growing team to succeed.

Essential Tasks:

- Provide day-to-day strategic leadership, supervision, mentorship and direction to the Program Directors.
- In partnership with the VP of Programs, participate, when required, in Executive Team meetings, representing the needs of the Programs Team as well as keeping Program Directors informed of important developments, needs, and opportunities.
- Provide leadership to ensure Programs Team growth is accompanied by improved operations and approaches that support the scale of the work, and foster continued high-quality, timely delivery and innovation.
- Provide oversight of programs operations, including providing leadership in ensuring successful, strategic grantmaking processes and timely approvals.
- Foster cross-programmatic strategy development and collaboration, including working with the VP of Programs, the Development Team and others in ClimateWorks to lead coordination with responding to funding opportunities.
- Serve as a primary liaison for the Programs Team with other ClimateWorks departments, including Communications, Funder Collaborations, Development, Operations and Planning.



Person Specification

We are seeking a globally minded and innovative climate strategist, with a knowledge of philanthropic foundations, and proven team management skills, to serve in the position of Deputy Vice President of Programs.

The commitment to and sense of urgency around combatting climate change has never been stronger. The Deputy VP of Programs will play a crucial role in guiding the team in their work to expand and scale transformative climate strategies; ensure close coordination and collaboration across the programs, with other ClimateWorks teams, and with key partners and funders; and deliver on the Foundation's mission to support and amplify the impact of the philanthropic community in tackling the climate crisis.

Required Qualifications:

- Successful track record managing and developing strong multi-disciplinary teams.
- A commitment to a diverse, inclusive, and equitable work environment.
- Minimum ten years of leadership experience in climate and/or environmental strategy development with a preference for diverse experience in campaign strategy, developing research priorities, business innovation and/or other applications to address climate.
- Demonstrated commitment to listening to and engaging well with partners in the field (funders, grantees, partner institutions).

- Embodies a style of leadership that empowers, coaches, mentors and supports others, being flexible to address needs as they arise while supporting the development and success of the Programs Team.
- Ability and willingness to pivot easily from the minutia of program operations to big picture strategy and vision.
- Willingness to adjust work hours to accommodate staff in a range of time zones.
- Enthusiasm for helping the Programs Team to manage the inevitable changes that come with organizational growth.

Preferred Qualifications:

- Experience living and working in a low- or middle-income country.
- Experience working at a range of scales, including large scale such as industry-wide or international policy as well as community based/frontline organizing and advocacy.
- Experience in philanthropy.
- Experience in capacity building, training and/or mentorship.
- Ability to encourage and nurture the distinct and independent styles of Program leaders.



How to Apply

ClimateWorks Foundation is partnering with the executive search firm Perrett Laver on this appointment.

Completed applications comprised of CV and cover letter should be uploaded at <https://candidates.perrettlaver.com/vacancies/> quoting reference **5916**. The deadline for applications is **12 noon PDT on Friday, July 1st, 2022**.

ClimateWorks Foundation is based in the San Francisco Financial District. This position is classified as US Flexible. Successful candidates can work from the SF office or from other locations, geographic differential applied to compensation based on local cost of labor.

ClimateWorks offers an excellent benefits package and a competitive salary that is commensurate with experience (geographic differential applied based on location). Employment at the ClimateWorks Foundation is at-will.

Equal employment opportunity and having a diverse staff are fundamental principles at ClimateWorks Foundation and as such we are committed to creating a diverse and multi-cultural work environment.

We strongly encourage and seek applications from women, people of color, and bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. We are committed to providing equal employment opportunities to all employees and applicants without regard to race (including traits historically associated with race), ethnicity, religion, color, sex (including childbirth, breast feeding, and related medical conditions), gender, gender identity or expression, sexual orientation, national origin, ancestry, citizenship status, uniform service member and veteran status, marital status, pregnancy, age, protected medical condition, genetic information, disability, or any other protected status in accordance with all applicable federal, state, and local laws.

This policy extends to all aspects of our employment practices including, but not limited to, recruiting, hiring, discipline, termination, promotions, transfers, compensation, benefits, training, leaves of absence, and other terms and conditions of employment.

ClimateWorks Foundation is committed to complying with all laws protecting qualified individuals with disabilities, as well as employees' religious beliefs and practices. This policy extends to all aspects of our employment practices including, but not limited to, recruiting, hiring, discipline, termination, promotions, transfers, compensation, benefits, training, leaves of absence, and other terms and conditions of employment.

ClimateWorks Foundation will provide a reasonable accommodation for any known physical or mental disability of a qualified individual and/or employees' religious beliefs and practices, as required by law. If you require an accommodation, please notify Perrett Laver. Once ClimateWorks Foundation is aware of the need for an accommodation, it will engage in an interactive process to identify possible accommodations.

Protecting your personal data is of the utmost importance to Perrett Laver and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with is securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.

Perrett Laver is a Data Controller and a Data Processor, as defined under the General Data Protection Regulation (GDPR). Our legal basis for much of our data processing activity is 'Legitimate Interests'. You have the right to object to us processing your data in this way. For more information about this, your rights, and our approach to Data Protection and Privacy, please visit our website: <http://www.perrettlaver.com/information/privacy-policy/>.





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