



Oregon  
Environmental  
Council  
**It's Your Oregon**

## **JOB ANNOUNCEMENT**

**Title:** Environmental Health Program Director  
**Status:** Regular, exempt position  
**Reports to:** Deputy Director of Programs & Administration  
**Hours:** Full-time  
**Location:** Portland, Oregon

### **SCOPE OF RESPONSIBILITY**

Oregon Environmental Council (OEC) seeks a skilled and motivated environmental health program director to advance public policies and programs that will protect Oregonians from exposure to harmful chemicals. By reducing toxics in the air we breathe, the water we drink, the buildings we occupy, and the products we use in our everyday lives, OEC seeks to improve health outcomes, especially for those who are most vulnerable and who bear a disproportionate burden of exposure (children, the elderly, communities of color, and low-wealth communities).

The environmental health program director will (1) build the case for creating toxic-free environments; (2) build and strengthen collaborative relationships with health professionals, communities most heavily impacted by environmental health threats, and other aligned organizations and individuals; and (3) develop and advance policy and programmatic solutions to environmental health challenges. OEC's [current portfolio of work in our toxic-free environments program](#) includes protecting and fully implementing the Toxic Free Kids Act, driving market demand for less-toxic products, ensuring strong implementation of legislation to reduce diesel pollution, and advancing other air quality goals. The environmental health program director will oversee and assist in completing this portfolio of work and will lead development the next round of policies and projects to advance our goals.

Based in Portland, the position requires some statewide travel, namely to Salem.

### **DESCRIPTION OF DUTIES**

#### **Policy/Project Development and Implementation**

- Develops policy and project proposals to advance program goals; crafts and implements campaign plans to achieve these policies and project goals
- Ensures that policies and projects are evaluated for equity implications
- Determines and communicates the organization's position on policy proposals that relate to our program goals
- Investigates and analyzes issues germane to program; reviews relevant professional materials and communications on a continuing basis to serve as in-house subject matter expert

### **Advocacy and Coalition Building**

- Cultivates and maintains collaborative relationships with key interest groups and individuals, including policymakers and agency staff
- Builds broad public support for program goals and project objectives
- Fosters alliances; develops and manages diverse and influential stakeholder coalitions in support of policy goals
- Engages authentically with community-of-color led organizations, organizations representing rural interests, and other organizations that bring a social and environmental justice perspective
- Prepares and presents public comments and testimony; lobbies Oregon Legislature and other elected officials
- Monitors and weighs in on administrative and regulatory processes that relate to program goals

### **Outreach and Education**

- Produces reports, fact sheets, opinion pieces, and other communication tools to support program objectives, with support from our marketing/communications team
- Gives public presentations
- Interacts with reporters, with support from our communications director
- Serves as an ambassador for OEC, building our public presence
- Educates and engages OEC members and supporters through website communications, electronic and written communications, and personal interactions
- Occasionally develops and implements public education and “things you can do” campaigns

### **Fundraising**

- In collaboration with our development team, writes/reviews program-related grant proposals and writes progress reports
- Occasionally participates in fundraising meetings and events

## **QUALIFICATIONS**

### **Required:**

- Minimum five years of relevant professional experience, with a strong preference for candidates with experience in public policy advocacy and a background working to reduce toxics in the environment
- Proven ability to bring stakeholders together and work strategically to secure policy changes and other program objectives
- Excellent interpersonal skills; flexible attitude, an eagerness to work collaboratively in a dynamic team environment
- A strategic mindset with the ability to conduct long-term visioning and planning
- An understanding of the concepts of institutional and structural racism and bias; experience incorporating the perspectives of communities of color in the consideration of impacts and outcomes of a decision-making process
- A gift for writing and speaking in a clear and compelling fashion
- Entrepreneurial approach, problem-solving skills; demonstrated self-motivation and initiative
- Strong organizational skills; ability to manage multiple projects without losing sight of the “big picture”
- Performance-oriented mindset with a strong work ethic and commitment to achieving goals
- A passion for OEC’s mission

**Desirable:**

- Understanding of state and local politics and experience in a legislative, agency and/or regulatory setting in Oregon
- Experience working in a non-profit setting with a mission-driven staff and board
- Relevant bachelor's or advanced degree

**COMPENSATION AND AMENITIES**

This is an exempt position, and the minimum salary is \$65,000 with the potential for a higher salary commensurate with experience. Excellent benefits include four weeks of paid vacation (three the first year) annually, and generous health insurance for employee and family. Learn more about OEC benefits [here](#).

**ABOUT OREGON ENVIRONMENTAL COUNCIL**

Founded in 1968, and celebrating its 50th anniversary, OEC is a nonprofit, nonpartisan, statewide organization governed by a 16-person board of directors from throughout Oregon. Our mission is to advance innovative, collaborative and equitable solutions to Oregon's environmental challenges for today and future generations. OEC advocates for impactful, lasting solutions that get at the source of Oregon's environmental problems and have real benefits for people's health and quality of life. These challenges include toxic chemicals in our environment, water pollution and scarcity, and climate change. We find common ground with a diverse group of stakeholders to create collaborative solutions that support social equity and a sustainable economy. To learn more about OEC's commitment to and progress on justice, equity, diversity and inclusion, see [A vision for justice](#) on our website.

This is a responsible position in a fast-paced, mission-driven environment. OEC offers a collaborative, team-oriented, family-friendly workplace that treats employees as the responsible professionals they are. You will learn a lot, laugh a lot, and feel great about helping Oregon communities become better, healthier places to live.

**TO APPLY**

The position will be open until filled, but we will start to review applications on July 17, 2019. Please email your cover letter and resume to Chris Hagerbaumer at [chrish@oeconline.org](mailto:chrish@oeconline.org) with subject line "EH Program Director-your name."

*OEC is an equal opportunity employer. Women, people of color, people with disabilities, and LGBTQ candidates are encouraged to apply. If you need accommodation for any part of the employment process because of a disability, e-mail Karen Roberti at [karenr@oeconline.org](mailto:karenr@oeconline.org) or call 503-222-1963 x100 to let us know the nature of your request.*