



Climate & Sustainability Analyst
Cascadia Consulting Group, Inc. Position in CA, WA, SC, or PA
www.cascadiaconsulting.com

Cascadia Consulting Group is a women-owned, private environmental consulting firm with 28 years of experience developing and implementing innovative solutions to today's environmental challenges. Cascadia works with public and private-sector clients to advance sustainability through recycling and materials management, climate change mitigation and adaptation, energy efficiency, pollution prevention, transportation demand management, and water and natural resources management. The Cascadia team brings both established expertise and creative thinking to research and analysis, strategic planning, program design and implementation, outreach, social marketing and behavior change, and evaluation roles. From our offices in Oakland (CA), Seattle (WA), Philadelphia (PA), and Charleston (SC), we serve clients across the country and abroad.

At Cascadia, we strive to create an equitable and inclusive environment at all levels of the organization. Having staff and partnerships that reflect the diverse communities we serve empowers us to shape innovative and effective solutions together with those most impacted by social, human, and environmental health challenges.

Position Overview

Cascadia is currently seeking a Climate and Sustainability Analyst to support and lead the development of climate and sustainability action plans for local government clients. These projects often include quantification of past, current, and future greenhouse gas emissions; identification and prioritization of strategies to reduce emissions; and synthesis into a clear and actionable climate action plan. Specifically, the Analyst will:

- Analyze climate and sustainability metrics, such as through greenhouse gas inventories and “wedge” analyses and sustainability metrics tracking and dashboards.
- Support or lead qualitative and quantitative research and analysis on greenhouse gas emissions, metrics and indicators, survey analysis, and desktop research on climate topics such as energy, transportation, etc.
- Research policies, trends, and best practices related to climate change mitigation and adaptation, energy, transportation, materials management, natural resource management, and other sustainability topics.
- Synthesize and translate complex information into clear, informative, and compelling materials (e.g., summaries, fact sheets, presentations, online dashboards, reports) for diverse audiences.
- Support equitable and inclusive stakeholder and public engagement around climate and sustainability issues (e.g., online workshops and public events, social media, online open houses).
- Support or lead facilitation (e.g., draft presentation slides, prepare meeting materials, guide discussions, and take notes) of large multi-stakeholder meetings, workshops, task forces, and committees dedicated to a range of environmental topics.
- Synthesize and translate complex information into clear, informative, and compelling materials (e.g., summaries, fact sheets, presentations, online dashboards, reports) for diverse audiences.

- Support business development opportunities, including contributing to bidding processes, potential client meetings, and proposal writing.
- Ensure that projects are delivered on time, within budget, and in accordance with Cascadia's reputation and standards for producing high-quality work products and outcomes.
- Effectively write and verbally communicate using a diversity of styles and perspectives.
- Actively reflect and improve upon efforts to incorporate diversity, equity, and inclusion concepts into client work.
- Manage tasks and projects (e.g., monitor budgets, support partners, manage subcontractors and invoicing, and lead client communications).
- Occasional travel, when permissible, including field outreach, meetings, overnight stays, or other activities outside standard work hours may be required.
- Perform other duties as required.

Required Qualifications

- A bachelor's, master's, or other advanced degree in environmental management, public policy, environmental sciences, or related field *and* at minimum 1 year of relevant, professional work experience in the climate or sustainability fields.
- Demonstrated understanding and/or ability to quickly learn about climate change issues, including greenhouse gas inventories and strategies for reducing greenhouse gas emissions.
- Working knowledge of climate science, climate mitigation strategies, and land carbon sequestration processes.
- Demonstrated experience creating strategic plans, climate action plans, or other similar environmental or sustainability plans.
- Effective written and verbal communication skills in English with the ability to adapt to a diversity of styles and perspectives.
- Intermediate to advanced experience with producing deliverables with Microsoft Office 365 programs including SharePoint, Word, Excel, and PowerPoint.
- Excellent organizational skills, data management and analysis abilities, and attention to detail.
- Ability to manage multiple concurrent projects and deadlines.
- Understanding of, and commitment to, Cascadia's mission to "inspire and empower communities everywhere to protect and restore our world" in an equitable and inclusive way.
- A commitment to racial equity and the ability to apply racial equity principles to project work with clients, partners, and colleagues in an innovative and culturally responsible way while exhibiting emotional intelligence (i.e., culturally responsive engagement and facilitation).
- Ability to work with clients, partners, and colleagues in an innovative and culturally responsible way while exhibiting emotional intelligence.

Desired Qualifications

- Direct work experience on climate change mitigation issues, including conducting greenhouse gas inventories and identifying strategies for reducing greenhouse gas emissions.
- Experience conducting and summarizing outcomes from environmental-related research, such as desktop research, interviews, and quantitative modeling.
- Experience designing, administering, and analyzing surveys, including using SurveyMonkey.
- Background in public engagement and experience designing and/or facilitating workshops or trainings that are inclusive and equitable.



- Knowledge of federal and state climate laws and regulations, with a focus on California and Washington.
- A four-year degree in a related field or equivalent experience. An advanced degree or certification is not required but is a plus.
- Experience with the ICLEI ClearPath software, U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions, and the Local Government Operations Protocol for Greenhouse Gas Assessments.
- Graphic design capabilities, including experience with Adobe InDesign or Illustrator, is a plus.

Compensation and Benefits

This is a full-time, hourly, regular, non-exempt position based in CA, WA, SC, or PA. Hourly rates are based on experience and competitive with jobs in the environmental sector; the anticipated hourly rate range for this position is \$24 – \$30/hour (equivalent to a salaried range of \$50,000 – \$64,000). The work may require flexible hours (including hours beyond the standard workday, such as weekends and evenings).

Cascadia offers a flexible workplace with the potential to work from home and the office, a generous benefit package, including health insurance for employees at or above 60% full-time equivalent, 401(k) with an employer match, life insurance, long-term disability insurance, transportation subsidies, flexible spending accounts, generous paid time off (per annum: 3 weeks' vacation, 10 holidays, 9 sick days pro-rated for FTE equivalency), professional development opportunities, sabbaticals, and paid parental leave.

How to Apply

Submit a compelling cover letter outlining your passion for, and fit with, the position and a complete chronological resume to https://cascadiaconsulting.recruiterbox.com/jobs/fk0sup5?cjb_hash=O_UpgF92&apply_now=true. Your cover letter should address your ability to meet the criteria in the *Required Qualifications* section and highlight relevant experience, education, and why you are interested in this position. Please state where you learned about the position. The position will remain open until filled.

Cascadia Consulting Group is an Equal Opportunity Employer and values diverse perspectives and life experiences. We do not discriminate on the basis of race (inclusive of traits historically associated with race, including, but not limited to, hair texture and protective hairstyles), color, creed, ancestry, height, weight (including obesity), national origin, religious beliefs and practices including the wearing of religious clothing, jewelry or artifacts, and hair styles or body hair which are part of an individuals' observance of their religious beliefs, gender identity (transgender status), sex, sexual orientation, marital status, parental status, domestic partner status, political ideology, age, disability (sensory, mental, or physical – including the use of a trained dog guide or service animal), veteran or military status, medical condition (e.g., pregnancy, childbirth, breastfeeding and/or other related medical conditions; cancer, cancer related illness, or record or history of cancer; HIV/AIDS or Hepatitis C status; gender dysphoria), genetic characteristics (e.g., non-symptomatic carriers of inheritable diseases), retaliation for filing a whistleblower complaint, retaliation for opposing an unfair practice, or other basis protected by law.