



Position: Partnerships Manager, Cleantech Open Northeast, NECEC

Location: Boston, MA/virtual with an opportunity to work at Greentown Labs in Somerville, MA

Reports to: Senior Director, Cleantech Open Northeast

Start Date: 2022

Employment Type: full time

NECEC is committed to diversity, equity, and inclusion. We embrace a broad range of perspectives that will make our organization stronger and our work more just. We will continuously look inward at our own culture to make sure we're reaching our goal of promoting these values. And, as the voice of the Northeast clean energy industry, NECEC will work with our members and community to embed these values across the industry. We are dedicated to securing a just transition to a clean economy, one that corrects the disproportionate impacts of climate change and secures a better future for all. This is the path to a prosperous clean energy future that benefits all communities.

As an Equal Opportunity Employer, NECEC uses inclusive hiring practices and does not discriminate on the basis of race, color, religion, sex, pregnancy status, marital status, national origin, disability, age, sexual orientation, veteran status, genetic information, gender identity, gender expression, or any other factor prohibited by law. Our management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities, and general treatment during employment.

To apply:

Interested candidates should submit a resume and cover letter to

<https://www.applicantpro.com/openings/northeastcleanenergycouncil/jobs>

Job Description:

We seek a Partnerships Manager who can work effectively with Cleantech Open Northeast, a smaller team within NECEC's Innovation team to manage communications and relationships with our partners. Our partners include universities, accelerators, incubators, startup prize competitions, investors, and business associations.

Responsibilities:

- Prioritize partners for outreach and ongoing communications. Identify potential new partners to pursue.
- Manage relationships with the leadership at the partner organizations.

- Recruit emerging cleantech entrepreneurs to participate in the Cleantech Open Northeast. The focus is on growing the number of startup applicants, increasing diversity, and identifying the startups with the greatest environmental impact and potential for market success.
- Recruit diverse mentors -- from across the region, and with varied backgrounds and skillsets -- who can add value as matched mentors or as coaches.
- Identify opportunities for collaboration with partner organizations that can offer goods and services to Cleantech Open startups.
- Measure and analyze Cleantech Open Northeast communications with partners and other stakeholders (tools and techniques such as Mailchimp, social media, Cleantech Open Northeast web page, YAMM, Slack, Google, etc.). Determine what is working well and what needs to be updated.
- Recommend an annual communications schedule for the Cleantech Open Northeast -- especially for partners and other stakeholder groups.
- Make recommendations to prioritize and optimize results for partnerships and communication strategies, tactics, and tools.
- Assist, as needed, with the operations and management of the Cleantech Open accelerator, such as event management, data processing.
- Contribute to the overall strategy, innovation, and impact of the Cleantech Open accelerator.

The Partnerships Manager will work remotely in the Boston area and have access to Greentown Labs' space in Somerville, MA.

Additional Opportunities:

The Partnerships Manager is an integral part of the growing cleantech economy in the Northeast, meeting and collaborating with stakeholders across the region. This person will be exposed to early-stage innovations, and interact with a wide variety of startups and cleantech innovation experts and enthusiasts. This person will engage partners as we guide early-stage cleantech startups on their journey.

Qualifications:

The position requires a motivated, self-starter with strong communication and relationship management experience to manage partnerships and implement communications strategies that will be most effective.

- Bachelor's degree or equivalent desired
- Demonstrated aptitude for partnerships management and communications
- Experience in clean energy, environmental sustainability or innovation preferred
- Enthusiasm and interest in entrepreneurship, cleantech and climatetech
- Strong public speaking and presentation skills



- High energy with the ability to work independently and as part of a team, and to manage multiple projects and priorities in a fast-paced environment
- Excellent English verbal and written communication skills with attention to detail required
- Customer-centric attitude with high level of professionalism
- Experience in recruitment, sales, business development, or community outreach
- Proficiency in Google and Office programs (Google Docs, Sheets, Word, Excel, PowerPoint, etc.)
- Experience with social media tools and content management systems, including Twitter, LinkedIn, Facebook

Compensation and Benefits:

Salary commensurate with experience. Benefits package includes health and dental coverage, 401K, and three weeks of vacation time.