

Policy Director

California Hydrogen Business Council (CHBC)

The California Hydrogen Business Council (CHBC) is the leading advocate for the hydrogen and fuel cell industry in Sacramento, California. Composed of over 120 members, the Council's mission is to develop and support policies that are representative of our member's interests in the advancement and commercialization of hydrogen and fuel cell technology.

California is the epicenter for domestic energy, environmental and sustainability policy. Hydrogen and fuel cells are an increasingly important pathway to reach California's decarbonization and zero emission goals. The CHBC is engaged in several venues to support the sustainable growth of the industry, including the Governor's office, the state legislature, the California Air Resources Board (CARB), the California Energy Commission (CEC), the California Public Utilities Commission (CPUC) and the California Environmental Protection Agency (CalEPA).

The Council is seeking a Policy Director to guide the organization's policy development and engagement with the state. The successful candidate will work under the direction of the Board and the Executive Director. Policy activity will span the state's legislative and regulatory spectrum and requires a working knowledge of the state's legislative and regulatory processes. Success will require the candidate to be a highly motivated self-starter to lead the Council's policy development and advocacy. The successful candidate will work within a self-directed team environment and prioritize and manage multiple on-going tasks. The successful candidate will deliver daily written and oral communications, and lead and participate in organizational planning. The candidate will achieve organizational objectives by working closely with the Members, Committee Chairs, the Executive Director, supporting staff, the Board., and collaborating organizations

Regular tasks include:

- Oversight and guidance of state policy activities and analysis for the CHBC.
- Coordination of policy discussions and development of policy priorities and positions with relevant CHBC policy committees.
- Participation in relevant regulatory proceedings, hearings, workshops, meetings, and conferences that are relevant to the development and advocacy of CHBC policy.
- Establishing and maintaining relationships with key state-level influencers and organizations to build consensus and strong partnerships.
- Supporting CHBC policy engagement with written and oral formal and informal communications, including authorship of comment letters, written and oral testimony, and talking points for meetings as required.
- Managing multiple policy related projects simultaneously and independently.
- Developing an annual policy plan that summarizes the previous year's activity and establishes goals and objectives for the coming year. Conduct quarterly plan reviews.
- Performing other duties as assigned to ensure the success of the CHBC.

Traits for success include:

- **California energy-related policy and regulatory expertise:** Knowledge of state energy policies and regulatory activities, particularly as they relate to clean energy, energy storage, ZEV transportation, carbon neutrality, energy system planning and procurement, zero carbon energy and microgrids.
- Substantive knowledge and understanding of the mechanics of state policy and its implementation as it relates to energy and transportation issues.
- Experience working with high-level state policymakers and regulators and their staff in a variety of settings
- Proven ability to communicate effectively in written and verbal forms, with special emphasis on the ability to communicate with policymaking audiences and translate technical information into a publicly accessible format.
- Strong analytical skills and experience interpreting complex regulatory proposals for the CHBC in a timely and effective manner.
- Proven ability to lead planning activities and effectively manage multiple projects simultaneously within deadlines while retaining flexibility for unforeseen events.
- Strong interpersonal skills necessary to effectively work with CHBC members, partner organizations and a variety of state policymakers to establish a position of influence.
- Ability and willingness to assume additional responsibilities and work independently and collaboratively internally and externally.
- Ability to produce documents at a proficient/advanced level with MS Office (Word, Excel, and PowerPoint).
- Strong attention to detail and focus on task completion.
- Flexibility to work effectively in the dynamic and fluid state policy environment.

Education and experience:

- Bachelor's degree is required.
- Minimum of 5 years of experience in the area of California state policy; energy related experience (CEC, CPUC) preferred, transportation experience (CARB) is a plus.
- Demonstrated work experience in the development of regulatory policy is required.
- Demonstrated experience in managing relationships with policymakers, external partners, NGOs and other decision makers in required.

How to apply?

Submit your resumé and cover letter to jobs@californiahydrogen.org

Equal Employment Opportunity (EEO) Statement

The California Hydrogen Business Council is a non-profit advocacy based organization, 501 (c)(6), and does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, retaliation, parental status, military service, or other non-merit factors.