

Indiana Program Associate - Virtual/Remote



Solar United Neighbors

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Type
Full-Time

Travel
20%

Salary Range
\$45,000.00 - \$55,000.00 annual salary

Summary

The Indiana Program Associate will work closely with the Indiana Program Director and the regional support team to carry out SUN's goals in the state of Indiana. This position reports to the Indiana Program Director.

Benefits

- Medical insurance
- Dental insurance
- Vision insurance
- 401K with company match
- Flexible work schedule
- Paid holidays
- Paid sick leave
- Paid time off
- Bereavement leave
- Phone/Internet Stipend

Culture

Solar United Neighbors (SUN) is a national 501(c)3 nonprofit that started more than 15 years ago with a simple question. ["Mom, can we go solar?"](#) Since then, we've helped tens of thousands of people benefit from solar energy. We are dedicated to creating a clean, equitable, resilient energy system that benefits everyone - by helping people go solar, join together, and fight for their energy rights.

SUN welcomes candidates of diverse backgrounds and experience to apply, including people of color, women, LGBTQ+, people with disabilities, veterans, and those with a non-traditional education. We're an equal opportunity employer and value diversity at our organization. We do not discriminate based on race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status. We are [committed](#) to a diverse and inclusive workplace, so if you're excited about this role but your past experience doesn't align perfectly with every preferred qualification, we still encourage you to apply.

Responsibilities

Job responsibilities include:

- Planning and implementing solar co-ops, including cultivating partner relationships, engaging with the media, conducting public solar 101 sessions, communicating with and supporting solar co-op members, facilitating the installer selection process, and managing installer relationships with co-op members and SUN.
- Providing technical assistance to individuals and entities interested in going solar.
- Organizing and engaging with a diverse range of Indiana solar supporters in urban, suburban, and rural communities.
- Conducting policy, regulatory, and market research to support the state's program goals.
- Engaging with legislators, local governments, and partner organizations to advance the state program's policy and programmatic goals.
- Creating resources and authoring timely content to provide in-depth information on relevant solar topics and helping our Indiana members become more effective and informed advocates for solar.
- Representing the Indiana Program in coalitions and at in-person and digital events.
- Growing and facilitating ongoing public education and volunteer engagement through regular communications, public-facing events, and leadership development that support the state program's policy and programmatic goals.

Required Qualifications

- Minimum 2 years of experience (professionally or as a volunteer) with advocacy campaigns, online engagement, and/or communications
- Resident of Indiana

- Ability to work remotely in an action-oriented environment, with frequent in-state travel and overnight stays within Indiana and biannual travel to staff retreats elsewhere in the United States
- Proficient computer skills including online facilitation and comfort with social media

Preferred Qualifications

- Ability to collaborate, network, and build working relationships
- Strong verbal and written skills
- Ability to engage with diverse groups of people
- Strong organizational, problem-solving, and troubleshooting skills
- Knowledge of social, energy, and/or environmental issues affecting Indiana
- Spanish-fluency

Requirements

- Authorized to work in the US without sponsorship
- 2 years of experience with advocacy campaigns, online engagement, and/or communications (professionally or as a volunteer)
- Resident of, or willing to relocate to, Indiana (no relocation package)
- Knowledge in: Computer skills