



## Clean Virginia

### Job Description: Good Governance Director

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**Clean Virginia is an independent and bipartisan advocacy organization with an associated Political Action Committee that wants Virginians to pay fair prices for clean, renewable energy and believes that a more ethical and transparent state government is key to achieving that goal.** The Clean Virginia team is motivated by a vision of Virginia in which power is distributed more equitably so that all Virginians benefit from a government and energy system that prioritizes people and the planet over corporate monopoly profit.

#### **Clean Virginia works towards this vision in three ways:**

1. Engage the public about the harmful impacts of corruption in Virginia and organize communities to promote good governance and energy reform.
2. Conduct innovative research to advance the next generation of energy policy in Virginia.
3. Support Delegates, State Senators, and candidates for Virginia's General Assembly and Executive Branch who share a principled stance of refusing contributions from publicly regulated utility monopolies through Clean Virginia Fund, Clean Virginia's Political Action Committee.

**About Us:** Clean Virginia is made up of talented and highly-motivated individuals dedicated to creating meaningful reform in the Commonwealth. Headquartered in Charlottesville, Virginia, we are a highly collaborative staff who lean on the collective experience, knowledge, and skills of our team while cultivating interpersonal trust and open communication. Clean Virginia believes a staff that reflects the Commonwealth's diversity is central to our organizational goals of advancing clean governance and an equitable clean energy transition in Virginia. We are committed to 1) building an inclusive team at Clean Virginia in which diversity is deeply appreciated for its ability to strengthen teams, 2) fostering a welcoming work environment in which everyone feels safe, respected, and valued, and 3) offering equitable employment policies and benefits.

## Job Description

### Good Governance Director

The Good Governance Director will spearhead Clean Virginia's campaign to pass comprehensive campaign finance, electoral, ethics, and government reform. The ideal candidate will use creative, strategic thinking and innovative proposals to fulfill the organization's ambitious goals. They should possess and be ready to develop in-depth familiarity with federal and state campaign finance and ethics laws and policies, as well as those laws and policies in other states. In addition to producing primary research and collating secondary research on these topics, they will also work collaboratively with partners in this space and advocate for good governance policy at the state legislature and with the Governor's administration.

This position works closely with the entire Clean Virginia team and requires a willingness and ability to travel around the Commonwealth and work outside of traditional hours, particularly during the state legislative session and state electoral cycles. We prefer a candidate who is located in Charlottesville or Richmond. At least two weekly office days in our headquarters in Charlottesville will be required.

## Duties and responsibilities

- Develops and leads Clean Virginia's strategy to pass robust legislative reform including but not limited to following areas:
  - Campaign finance
  - Ethics and integrity in government
  - Virginia elections
  - General Assembly and gubernatorial functioning
- Develops and oversees a robust primary research and policy development program, providing in-house expertise on issues including: campaign finance laws, government ethics and gift-giving laws and policy, lobbying and disclosure laws and policies, Freedom of Information Act (FOIA) requests and procedures, transparency best practices, etc.
- Develops and manages key stakeholder relationships including with legislators, reporters, and partner organizations.
- Spearheads the production of detailed policy reports, one-pagers, and other materials with the goal of highlighting Virginia's unique campaign finance and ethics laws and policies and communicating the importance of these laws to the general public and interested stakeholders.
- Monitors, studies and researches proposed good governance legislation and policy to determine the impact on Virginians and makes appropriate recommendations.
- Closely monitors lawsuits and legislative efforts throughout the country on good governance issues.
- Prepares and presents testimony, or works with volunteers and partners to present testimony, at appropriate legislative hearings, committee meetings, etc.
- Contacts and meets with other individuals and groups to collaborate on legislative and policy initiatives.
- Ensures Clean Virginia's strategic imperative of equity, justice, and inclusion is included in all legislative and policy efforts.
- Assists with political work and performs miscellaneous duties as assigned.

## Preferred Qualifications

- Strong demonstrated interest in government transparency and ethics, an affordable clean energy transition, and the mission of Clean Virginia.
- Superior communication and interpersonal skills including the ability to work with multiple stakeholder groups across a decentralized organization.
- A collegial and collaborative work style, innovative thinking, strong work ethic, enthusiastic attitude, and a sense of humor are essential.
- Strong administrative skills including management, operational budgeting, computer word processing, database management and policy development.
- Advanced policy degree or at least four years of professional experience in related policy work.
- Bachelor's degree in a relevant field required, M.A. degree preferred.

**Application Instructions:** Please complete [this Google Form](#) and follow the applications instructions by February 23, 2024. Applications that do not follow these instructions will not be considered.

*Clean Virginia is committed to a just, representative, and inclusive working environment and encourages people of color, women, persons with disabilities, and persons who are LGBTQ to apply.*

## Compensation/benefits

Clean Virginia offers a highly competitive salary and benefits package which includes:

- A salary range of \$100,000 to \$125,000 based on relevant experience.
- Generous paid time off every year: 4 weeks (20 days) of vacation, 10 sick and wellness days for physical and mental health, 15 paid holidays, and 10 days of bereavement leave.
- 12 weeks of paid parental leave for the birth or adoption of a child.
- Employer contribution of 90% of monthly premium cost for UnitedHealthcare Choice Plus Direct plan (Platinum level), including dental and vision coverage.
- Life insurance coverage.
- 401(k): Employer match of up to 5% of salary following 60 days of employment.
- Strong commitment to professional development including an allotted budget for each staff member.
- A demonstrated respect for work/life balance, in light of the increased workload at particular times of the year.