**WildAid Climate Program Manager**

**Based:** WildAid Headquarters – San Francisco
International travel, particularly to China and India, may be required.

**Reports to:** Executive Director

**Salary:**
$70,000-$90,000+ (dependent on experience & qualifications)
Benefits include: health, dental, vision, & long-term disability insurance. WildAid offers a 401k matching program after 1 year of employment.

**Description:**
WildAid is a wildlife and marine conservation organization. We are dedicated to reducing demand for wildlife products from consuming countries and regions such as China, the United States, Canada, South Asia and the European Union.

We also protect endangered species and reduce human-animal conflict through comprehensive field programs working with local communities of marine protected areas, national parks and reserves in Ecuador, Costa Rica, Indonesia and India.

This link will take you to a short piece that describes WildAid and what we do in more detail: [http://www.wildaid.org/about?item=54](http://www.wildaid.org/about?item=54)

We are looking for a dynamic, entrepreneurial and highly-organized self starter to coordinate the development of our “5 to do today” Climate and Energy Conservation program (focused primarily in China, but with longer term campaign activity in US/India/Canada/Europe).

The Climate Program Manager will be responsible for researching, developing, coordinating and building the campaign to the next level, with a primary near-term role in identifying and recruiting new sources of funding and partners within the US.

“5 to do today” urges the public – individuals, families, companies, schools, cities and countries to take energy conservation into their own hands and make 5 daily choices to reduce their environmental impact. It also is designed to create awareness of and support for climate action.

Our initial primary focus is in China utilizing our extensive media and contact network. We currently reach audiences of over 1 billion viewers across 35 different platforms through over 50 media partnerships.
Primary Duties and Responsibilities:
1. Raise funds for the expansion of the campaign from foundations, partners and individuals.
2. Conduct research to support the campaign and be responsible for accuracy in the campaign.
3. Create campaign materials – both written and video.
4. Compile materials for social media and maintain and update 5 website.
5. Create partnerships and events to increase the reach of the campaign.
6. Recruit ambassadors.
7. Coordinate with China, UK, Canada and Indian offices on campaign implementation.
8. Manage volunteers and interns on an as needed basis.
9. Other duties as requested.

Qualifications Required:
1. Bachelor’s Degree or higher.
2. At least 5 years work experience in a climate change, environmental, alternative energy agency, organization or company.
3. Strong written and verbal communication skills.
4. A skilled and detailed project manager with a proven track record of delivering complex projects on-time and in-budget, according to very tight deadlines and with limited resources.
5. Flexible with ability to problem solve creatively.
6. Proven record / ability of fundraising and / or substantive business development.
7. Ability to work independently and as part of a team.
8. Must take initiative and have a strong work ethic.

Desirable:
1. Spoken Mandarin is desirable.
2. Experience of television production, advertising, new media, marketing and public relations at a professional level.
3. Experience in grant writing, corporate partnerships and fundraising.
4. Previous experience in using online tools for promotion of product or campaign.

Remuneration:
WildAid offers a competitive salary with excellent benefits. Benefits include health, dental, vision, & long-term disability insurance.

Application Procedure:
Please send a detailed cover letter and resume by email, with Climate Program Manager in the subject line, (no letters, calls, faxes, or drop-ins) to jobs@wildaid.org. Due to high applicant volume, you will only receive a response from WildAid if you are contacted for an interview.