

# Policy Analyst

Reports to: Vice President, Legal and Policy



**PennFuture’s mission is to lead the transition to a clean energy economy in Pennsylvania and beyond. We protect our air, water, and land, and empower citizens to build sustainable communities for future generations.**

## **INTRODUCTION:**

One of PennFuture’s major strategic priorities is halting the petrochemical buildout in Pennsylvania, and a major tactic in doing so is consistently, accurately, and purposefully pushing back against the false narratives promulgated by the fossil fuel industry. To that end, PennFuture is seeking a dynamic Policy Analyst (Analyst) to develop and promote policy, advocacy, and educational content as part of a new rapid response initiative.

An ideal candidate understands rapid response-style communications and can balance accuracy with timeliness on a consistent, daily basis. The incumbent will also be expected to conduct in-depth and substantive research into the petrochemical, fracked gas and plastics industries, and will be expected to write talking points, reports, fact sheets, and white papers that can be used in presentations, blogs, social media, and other public-facing communications.

Most importantly, the Analyst is expected to be a thought leader and expert as it pertains to the petrochemical, fracked gas, and plastics industries. This person will be frequently called upon to lend their expertise in public presentations, policy hearings, and other high-visibility events.

## **JOB RESPONSIBILITIES:**

- Conduct research, analysis, and investigation on the impacts of fracked gas and petrochemical industries on Pennsylvania’s communities
- Synthesize peer reviewed and expert white papers on the environmental impact of fracked gas and petrochemical industries
- Act as an expert and thought leader within the environmental advocacy community, as it pertains to fracked gas and petrochemical matters
- Develop timely written and verbal content including white papers, fact sheets, memos, talking points, blogs, and presentations about the environmental impacts of the fracked gas and petrochemical industries.
- Develop briefing materials for local, state, and federal policymakers.
- Champion an alternative economic vision for Pennsylvania that includes a clean energy economy and a reliance on renewable energy instead of dirty energy and fossil fuels
- Serve as a spokesperson for PennFuture on assigned issues, including petrochemicals
- Support the organization’s communications team by developing timely earned media and social media content
- Conduct outreach to or work with other PennFuture departments to conduct outreach to stakeholders, including experts, coalitions, coalition partners, and civic leaders
- Track statewide and federal environmental and industry news relevant to the assigned issue area
- Monitor relevant industry developments by attending relevant agency hearings, community events, and conferences

**EXPERIENCE AND EDUCATION:**

- Minimum of 3-5 years of relevant professional experience (graduate studies may be included)
- Master's degree preferable in public policy, science/technology policy, or environmental management
- Knowledge of and experience with at least one of the following issues: oil and gas industry, petrochemicals, or plastics manufacturing
- Demonstrated ability to meet tight deadlines, and an ability to respond rapidly to breaking news
- Exceptional written and oral communication skills
- Demonstrated ability to analyze and problem solve complicated material and present it to a general audience
- Experience working with, or an enthusiastic willingness to learn how to work with, stakeholders, advocacy organizations, and the press
- Ability to work quickly as well as proactively to project and campaign developments
- A basic technical understanding of communication and social media tools

**OTHER:**

This position is based out of PennFuture's Pittsburgh office, though some telecommuting is an option for this position.

This is a full-time, exempt position. Competitive salary based on experience. Benefits package includes health care, dental, vision, paid vacation, paid sick leave, paid holidays, and a 403(b)-retirement plan.

PennFuture is an Equal Opportunity Employer and encourages applications from individuals underrepresented in the environmental community, including people of color, and persons with non-traditional work and educational experience. All who believe they meet the stated qualifications are invited to apply.

**SUBMISSION:**

Please submit your cover letter, resume, short writing sample, and contact information for three references to [jones@pennfuture.org](mailto:jones@pennfuture.org). Please write POLICY ANALYST in the subject line. Phone calls will not be accepted.