

Job Title	Program Manager
Employer/ Agency	Arnold Ventures
Job Description	<p>The capacity of local, state, and federal government to cost-effectively build the things our society needs in a timely way has degraded significantly. Progress is hampered by the very policies and regulations that were meant to solve the challenges we face. As with many issues AV tackles, this is one where there is an emerging consensus between the left and the right that points towards the potential of bipartisanship.</p> <p>We are seeking a Manager to work on the Infrastructure team to help manage new and emerging philanthropic investments, engage with stakeholders, monitor research and evidence, and support the identification, analysis, and pursuit of new, high-leverage grants opportunities. This position will be located in our Washington, D.C. office and report to the Executive Vice President of Infrastructure.</p> <p>Core Responsibilities</p> <ul style="list-style-type: none"> • In collaboration with the leadership of the Infrastructure team, identify, assess, and develop high-impact investment opportunities and recommendations for funding that support building more housing, clean energy, and transportation infrastructure in the United States. • Prepare and present proposals to the Executive Vice President of Infrastructure, and Arnold Ventures' Board of Directors. • Provide thought partnership to grantees on proposals, which will include working with grantees and partners to design and structure projects and deliverables, establish performance metrics, assist grantees in troubleshooting and overcoming obstacles, and monitor progress and impact. • Develop and manage relationships with key stakeholders, experts, and new and existing grantees. • Review, critique, and draft summaries of relevant legislation, policy and programming to inform strategic priorities, research agendas, and the development of future investments. • Manage grants and investments, track progress and impact, and draw lessons from these investments to inform strategic priorities and the development of future investments.
Qualifications	<ul style="list-style-type: none"> • Bachelor's degree required • 4 – 6 years of relevant work experience, preferably including experience with federal, state or local policy on issues related to clean energy, housing, or transportation infrastructure • Knowledge of and demonstrated interest in policy, research, and legislative developments related to clean energy, housing, or transportation infrastructure • Strong ability to analyze policy, research, and related data and information for strategic insights • Excellent oral and written communication skills, with the ability to summarize and communicate key takeaways to diverse, nontechnical audiences • Exceptional project management and organizational skills
City, State, Zip	Washington, D.C.
Contact Person	Rosalind Rolls
Email Address	rrolls@arnoldventures.org
Application Method	https://recruiting.paylocity.com/recruiting/jobs/Apply/1737686/Arnold-Ventures-LLC/Infrastructure-Manager
Opening Date	Immediately

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