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# **Oregon Program Partnership Manager**

## About VertueLab

VertueLab is a nonprofit fighting the climate crisis by providing funding and holistic entrepreneurial support to cleantech startups. Through over a decade of work, we have proven that our model can accelerate climate solutions that are key to reversing the climate crisis. We were the first in the nation to utilize risk-tolerant and flexible capital to invest in early-stage cleantech startups.

## Why we need you

In this pivotal role, you'll work with our Executive Director/President to forge and nurture strategic relationships across Oregon's vibrant ecosystem. You'll shape connections and powerful collaborations that expand VertueLab’s reach, elevate our programs, and accelerate our mission. If you’re a relationship builder with a passion for creating impactful partnerships, we want to hear from you!

## Key Responsibilities

Key responsibilities of the Program Partnership Manager include:

* Build and manage strategic partnerships with nonprofit peers, community organizations, government agencies, philanthropists and other ecosystem stakeholders.
* Identify and pursue funding opportunities from diverse sources to support ecosystem-building and programmatic initiatives.
* Partner with the programs team to coordinate VertueLab’s involvement at industry events to ensure strategic alignment, opportunities for business development and ecosystem visibility.
* Drive equity-centered approaches across partnerships and programming, with a focus on elevating underinvested innovators, entrepreneurs and communities in the climate tech ecosystem.
* Represent VertueLab in external spaces including industry events, policy discussions and government initiatives to build awareness, strengthen ecosystem visibility, and advance climate and innovation policies that enables Just Transition outcomes
* Contribute to organizational strategy, culture,impact measurement and communications that respond to shifting industry narratives and policy landscapes.

## Essential Qualifications

* **5+ years of experience** in a role focused on partnership development, philanthropy, business development, or program leadership.
* Demonstrated success in **building and managing strategic partnerships** across diverse sectors, with a strong network and understanding of the local ecosystem, including community organizations, government agencies and nonprofits.
* Rooted in Oregon and a **deep knowledge of Oregon’s public and private sectors**.
* Proven **fundraising skills** with a track record of securing funding from philanthropic, public and corporate sources.
* Exceptional **communication and relationship-building skills**, effective across diverse audiences and stakeholders.
* Experience in **providing oversight to complex programs or initiatives** from strategy through execution.
* Demonstrated **commitment to equity and inclusion** in climate and innovation work.

## Preferred Qualifications

* Experience in the climate tech, clean energy, sustainability, or related innovation spaces.
* Familiarity with entrepreneurial ecosystems and the needs of early-stage startups.
* Direct experience working with government agencies and an understanding of policy and regulatory environments.

## Ideal Candidate Profile

The successful candidate for the Program Partnership Manager role will have:

* Alignment with VertueLab’s core principles, values & mission.
* Effective verbal and written communication.
* Tolerance for ambiguity and uncertainty.
* Exceptional time management and organizational skills.
* Commitment to understanding the breadth of the work and remaining curious about innovations in the field.
* Ability to initiate and work independently on projects.
* Demonstrated proactive approach to problem-solving.

We welcome diverse backgrounds and experience, so even if you believe you don't check every box, we still want to hear from you!

## Diversity, Equity, and Inclusion

Diversity, Equity, and Inclusion are mission-critical to VertueLab because:

* The root causes of climate change and racism were cultivated in extractive economies and inequitable practices.
* Communities of Color are often the first and worst impacted by climate change.
* People closest to the problem often have innovative solutions, but don’t have the capital or connections to fund and launch their innovation.

## Our Values

We envision an equitable and inclusive climate tech economy in the Pacific Northwest, where empowered communities and entrepreneurs create sustainable, place-based solutions that are both scalable and just; creating environmental and economic benefits for all.

## Travel

VertueLab operates without a centralized office. However, due to the nature of the position, the Program Partnership Manager is **expected to conduct in-person work at least two days per week** for meetings and events with partners, coalitions, and stakeholders across Oregon (and occasionally Washington).

## To Apply

Your online application includes a few basic, voluntary demographic questions included as part of our commitment to ensuring that we have a diverse pool of applicants for this position, plus two fields for uploading supporting materials including a cover letter and resume. Feel free to preview a pdf of the application prior to submission here.

We ask that in your cover letter you address the following:

* How your experience and skills make you a great candidate for this position and would set you up for success in this role.
* What most excites you about this opportunity, in terms of the job scope, our organization’s mission, or anything else.
* What you’d contribute to our team’s culture and diversity of lived experiences and perspectives.

In your resume, please identify two references. We will notify you prior to our contacting any reference.

Questions? Please feel free to contact Jacqueline Harvey at  jacqueline.bharvey@vertuelab.org

## Timeline

We will begin reviewing applications on October 2nd, and continue until filled.

## Pay and Benefits

* Salary $90,000 – $100,000/yr
* Hybrid work with some flexibility in work schedule
* 11 paid holidays and flex time off
* Comprehensive benefits package, including health, dental, and vision insurance

401k with a 100% match up for the first 3% of employee’s compensation contribution and an additional 50% match for the next 2% of an employee’s compensation contribution.

We encourage applicants from all racial, ethnic, religious, and socioeconomic backgrounds, sexual orientations, gender identities, and functional limitations to apply, especially those from historically marginalized communities.

VertueLab is committed to building a culturally diverse organization and strongly encourages applications from people of color and members of other underrepresented groups. VertueLab is an equal opportunity employer. Qualified applicants will be considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law.