



Job Description
Cascadia Consulting Group, Inc.
Senior Associate, Inclusion and Service Equity Director
Seattle, WA Office

Cascadia Consulting Group develops and implements innovative solutions to today's environmental challenges. Founded in 1993, we work with private- and public-sector clients to advance sustainability through recycling and materials management, climate change mitigation and adaptation, energy efficiency, and water and natural resources management. The Cascadia team brings both expertise and creative thinking to research and analysis, strategic planning, program design and implementation, and outreach and evaluation. With offices in Seattle, Oakland, Los Angeles, and Phoenix, we serve clients across the country and abroad. Our mission is to pioneer a sustainable future, making a positive difference for our clients, our global community, and the environment.

Cascadia hires individuals who value a collaborative, fast-paced work environment, who can think creatively and communicate effectively, and who will work hard to get the job done well. Consulting is about taking initiative, problem solving, and serving clients, so we seek staff with those skills. We offer a flexible working environment and provide excellent benefits. The firm is a multiple recipient of the [Alfred P. Sloan Award for Business Excellence in Workplace Flexibility](#).

Position description:

Cascadia seeks a Senior Associate for our Seattle office to lead Inclusion and Service Equity services. Candidates will have strong and well-established relationships with community leaders, stakeholders, and businesses representing ethnically and culturally diverse communities, and a background in marketing and outreach, and/or professional services. Ideal candidates may be bilingual and have familiarity with local environmental policies and sustainability initiatives.

This Senior Associate will be responsible for managing projects and securing new business for Cascadia's Resource Conservation and Sustainability Programs, serving a range of clients from local governments and utilities to recycling and waste management service providers and private-sector companies. The selected candidate will also work closely with Cascadia's Executive Management Team and HR Generalist to develop and implement internal inclusion policies and practices for Cascadia.

Primary job responsibilities:

- Represent Cascadia by building and strengthening relationships with leaders, stakeholders, and business owners in ethnically and culturally diverse communities.
- Create and sustain partnerships with individuals and organizations that can effectively reach and engage communities of color, people of low income, immigrants and refugees, and limited-English speaking individuals.
- Interface directly with clients and consultant teams in a lead role to direct inclusion practices and policies, inclusive marketing and outreach, and ongoing assessment and evaluation of inclusion practices.
- Represent inclusion and service equity services in business development efforts such as networking, conferences and events, proposal writing, interviewing, and presentations.
- Explore and develop new practices and policies to improve inclusion within Cascadia. Work closely with management and HR to develop and implement inclusive practices related to new staff recruitment, onboarding, retention, employee relations, benefits, networking, training, and professional development opportunities.
- Design, create budgets, manage media buys, and implement multicultural marketing and behavior change campaigns to remove barriers and effectively engage a broad diversity of customers.

Desired qualifications:

- Strong and well-established relationships with community leaders, business leaders, and stakeholders in ethnically and culturally diverse communities.
- Understanding of established best practices, new developments and innovations in diversity, inclusion, and service equity.
- Familiarity with community-based social marketing and behavior change. Demonstrated success implementing social marketing and behavior change programs is preferred.
- Familiarity with environmental policies and initiatives such as recycling, composting, energy efficiency, water conservation, or climate services is preferred but not required.
- Project management experience.
- Organized, self-motivated, able to set work priorities and act independently with minimal supervision.
- Able to work in a dynamic, fast-paced work environment.
- Excellent organizational and documentation skills, and great attention to detail.
- Strong verbal, written, and interpersonal communication skills.
- Demonstrated ability to manage multiple projects and meet deadlines. Experience developing and managing to project budgets is preferred.
- Experience supervising and providing leadership to junior staff.
- Advanced MS Excel, PowerPoint, and Word skill level is preferred.
- Four-year college degree is required. Advanced degree or certification in a relevant field is preferred.

Compensation:

This is a full-time position. Salary is commensurate with experience. This position is also eligible for performance-based bonuses. We offer a generous benefits package including health insurance, 401K with an employer match, life insurance, long-term disability, transportation subsidies, flexible spending accounts, and generous vacation. This position has opportunities for growth and progressively increasing responsibility.

To Apply:

To apply, please send resume and cover letter to jobs@cascadiaconsulting.com and indicate Senior Associate – Inclusion and Service Equity, [Your Name] in the subject line. Cover letters should address the candidate's goals, ability to meet primary job responsibilities, and interest in the position. Applications accepted through March 25 2015.