ABOUT US

At 3Degrees, our business is our mission. Our goal is not only to be the best in the world, but to be the best for the world. We make it possible for businesses and their customers to take urgent action on climate change. And we can’t do it without you. Join us.

ABOUT YOU

We are seeking an enthusiastic, professional, detail-oriented Outreach Coordinator to mentor a team and engage the community in our renewable energy outreach work. The ideal candidate will be a natural leader who is able to keep their staff motivated, engaged and excited to do work that is good (and oftentimes challenging). The Outreach Coordinator will have a genuine enthusiasm and dedication to the environment and the mission of the organization. The ability to maintain the highest level of integrity and customer service is imperative for this role.

This is a seasonal 30-35 hour/week position including variable weekend and evening hours. Time will be split between your remote home office and working in the field with Outreach. Home office phone and internet reimbursements are provided. Access to a reliable personal vehicle is necessary.

WHAT YOU’LL DO

- Coordinate outreach efforts for events and door-to-door residential campaigns
- Hire, mentor, train and manage a team of part-time Outreach Associates
- Lead and participate in outreach efforts; spending some time in a front-line salesperson role, and some time evaluating & training your team members
- Perform in-person candidate recruitment tasks, such as representation at job fairs
- Uphold impeccably high standards for safety, customer service, adherence to client brand standards, and accuracy of environmental claims
- Collaborate with management on staff development, training opportunities and best practices
- Manage an equipment & materials inventory, as well as a budget for personnel and other outreach costs
- Acquire and maintain a deep familiarity with renewable energy
- Maintain knowledge of the people, culture, events, and social/political pulse of the community
- Participate in general company activities, including team and company-wide meetings
- General office management and administrative tasks

HOW WE DEFINE SUCCESS
In this role, you will serve as a key leader in the field, guiding your Outreach team to success in the three key areas of Safety, Service, and Sales.

Success factors specific to this role include:

- Ensuring that all Outreach activities performed by you and your team are conducted with a “safety first” mentality.
  - Conduct regular, effective training on 3Degrees safety policies for all Outreach staff under your supervision resulting in every staff member having a safety mindset, plan, and equipment prior to every shift.
- Providing world-class customer service at all times.
  - Achieving a goal of zero customer complaints across your entire Outreach team, measured bi-weekly as a bonus compensation metric for this role.
- Develop and apply a successful sales strategy that meets or exceeds goals for your Outreach program as agreed with our utility customers.
  - Prepare a successful territory plan every month, designating and targeting potential high yield neighborhoods/areas.
  - Meet or exceed goals for fielded Outreach hours (monthly), enrollment requests (monthly), enrollment averages (daily/weekly), and conversion rates (daily/weekly) through:
    - Sourcing and selecting great new team members via your participation in hiring process for Outreach Associates;
    - Conducting ongoing sales training for team members;
    - Creating effective staff schedules that maximize the hours your team members are available to work.
  - Track monthly program expenditures and fielded hours to achieve program goals within your monthly budget.

WHAT WE SEEK FROM YOU

- Experience working in sales, outreach, and/or community organizing roles strongly preferred.
- Demonstrated experience organizing, training, mentoring, and motivating a successful team.
- Dedication to sustainability and interest in renewable energy.
- Engaging, outgoing and magnetic personality with superb communication skills and an ability to influence others.
- Ability to carry up to 50 lbs, set up at events and walk or stand up to 5 hours at a time in unpredictable weather.
- Flexible schedule with a willingness to work some evenings and weekends as necessary.
- Fluency in Google Apps strongly a plus.
- Special consideration given to multilingual candidates.

WHAT WE OFFER

When you work for us, there's plenty in it for you:
- Starting pay up to $19.85/hour base wage plus additional bonus and commission based on both individual and team contributions. Outreach Coordinators meeting performance expectations earn an average of $22.00-25.00 per hour.

- Medical, dental, and vision benefits, flexPTO, 401(k) with company matching program after six months, health & wellness reimbursement program, and cell phone reimbursement.

- A role in a mission-driven B Corp that is committed to a triple bottom line ethic and fostering work-life balance and professional development for its staff.

OUR COMMITMENT TO DIVERSITY, INCLUSION AND EQUITY

3Degrees is an equal opportunity employer. We promote, value, and thrive with a diverse and inclusive team. Different perspectives contribute to better solutions and this make us stronger every day. We are proud to welcome all people of race, color, religion, national origin, gender identity, age, sex, marital status, ancestry, physical or mental disability, veteran status, sexual orientation or any other category protected by law.
Start Your Career With Us!

Thank you for your interest in an internship with 3Degrees. We are committed to providing a meaningful experience for our interns. During your time with us you will gain knowledge about the industry from the inside while receiving hands-on experience. During the program you will get the opportunity to learn and ask questions from the best in the business – who also want to learn from you. Your ideas and insights can make an impact here!

Why 3Degrees?

3Degrees is the preeminent specialist in renewable energy and climate solutions. As a certified B Corporation, we provide renewable energy and emission reduction solutions to global Fortune 500 companies, utilities and other organizations around the globe that want to join the fight against climate change. Headquartered in San Francisco, 3Degrees serves clients around the world like Netflix, Cisco, Unilever, Lyft, Ahold Delhaize, Mastercard, Swiss RE, Etsy and many more. At 3Degrees you will join a team of professionals that have contributed to the company earning the following awards:

- Environmental Finance - Top REC Trading Company in N. America
- B Lab - Best for the World for Worker Impact
- San Francisco Bay Area Best and Brightest
Internship Program Benefits

The program encourages cross training to provide the best opportunity to gain experience interacting with members of the 3Degrees team. As an intern, you will be assigned to work within a specific department, however, you will also be invited to participate in special sessions outside of your department to increase your knowledge and add to your summer experience.

An internship with 3Degrees is an opportunity to learn from and work alongside a team of passionate and experienced renewable energy professionals and enjoy the following benefits:

- Gain hands-on experience in a position aligned with your field of study and interests
- Opportunity to shadow and train with knowledgeable professionals
- Opportunity to attend structured workshops and company meetings
- Flexible schedule (aligned with your school schedule)
- Opportunities in San Francisco, CA and Portland, OR
- This is a paid internship

The goal of the program is to give each member of our intern team the opportunity to gain tactical work experience, as well as industry knowledge. We believe your summer experience as a member of the 3Degrees team will ultimately make you more employable in the future as you begin to navigate your career to make a positive contribution to the future of our planet.

Who Should Apply?

If you share a passion for addressing climate change and are excited about taking on the most significant challenge of our generation, then we hope you will apply to join us. Eligible candidates are currently enrolled in an undergraduate program, or will graduate in 2019 from an accredited program or institution. Students currently enrolled should have completed at least 50% of an undergraduate degree and have started, or are about to begin coursework related to your chosen field of study and possess the following basic qualifications:

- Self-motivated, with a genuine desire to address climate change
- Good business judgement, and ability to communicate professionally
- Able to perform structured tasks in an efficient and consistent manner
- Strong attention to detail
- Competence in working within GSuite – Gmail, Excel, Word, PowerPoint
- Ability to complete projects autonomously
- General mental ability combined with strong integrity
- Intellectual humility
- Desire to expand your knowledge of renewable energy
Internship Duration

Summer internships are 8 to 12 weeks long depending on the requirements of the department and/or the availability of the student intern. During the application process you will be asked to include your availability that fits within your school schedule.

Ready to get started?

There are a variety of roles within 3Degrees that work together to help our customers take urgent action on climate change. Each department within 3Degrees has an important function that supports our mission. Below is an overview of each department that you may have the opportunity to join this summer. In addition to this short introduction, be sure to visit the 3Degrees website to further prepare to submit your application.

Market Intelligence Team (MIT): Serves as an internal resource for 3Degrees business units, providing timely and actionable regulatory, strategic, and market information. MIT’s research supports and informs existing work the company does, represents company positions in papers and at conferences and explores new products and services the company may offer.

People Operations: This team is focused on productivity and work life. With a passion for finding the best talent for the organization and then providing team members with the tools, support and opportunities they need to shine. The “People Ops” team is a strategic and operational team that collaborates closely with leadership across the company to ensure the company operates effectively and that the employee’s relationship with the company accurately reflects the company’s vision and brand.

Business Development: A team of cross-collaborative sales and business development professionals that work both domestically and internationally to assist corporate clients to solve for their carbon reduction and renewable energy goals. Members of this team effectively prospect and navigate corporate accounts to identify product and service alignment to meet customer needs.

Information Technology: Provides support for our information systems and technology across the organization. This as an innovative team with a strong understanding of networks, security standards, hardware and software tools.

Finance: Provides support to management with critical financial insights to make data-based decisions and accomplish key business objectives. This team is responsible for planning, organizing, auditing, accounting and controlling company’s finances.
Marketing: The marketing team is responsible for capturing customer insights and delivering high-quality marketing solutions to clients that drive awareness, engagement and impact. This team manages the 3Degrees brand and develops engagement and acquisition campaigns to create interest for products and services in domestic and international markets.

Carbon Markets: This team identifies and co-develops new emission reduction projects capable of generating independently-verified carbon credits by avoiding, destroying, or sequestering GHG emissions that would otherwise have been released into the atmosphere.

Energy and Climate Practice (ECP): 3Degrees’ consulting team works with corporate clients to envision and implement renewable energy and climate solutions. Their work focuses on reducing emissions of energy supplies - both electricity and thermal - and enabling growing organizations to adopt these solutions within robust sustainability programs.

Utility Partnerships (UP): Works closely with utility partners to offer voluntary programs to their customers. This team works closely with partners and the 3Degrees marketing team to help drive program enrollments through engagement and acquisition campaigns, including door-to-door outreach, print and digital channels.

Environmental Markets (EM): This is an origination and trading team that manages the Renewable Energy Certificate (REC) and Carbon Offset portfolio at 3Degrees. The EM group is a progressive team of renewable energy professionals with strong backgrounds in environmental markets, economics and finance.

How to Apply

STEP 1 - Prepare: After reviewing program details and the 3Degrees website, you should have a good idea of what type of role would be a good fit for you and that aligns with your career goals. If you still have a few questions, be ready to discuss in your first interview with a member of the 3Degrees talent acquisition team.

STEP 2 - Resume: Your resume should reflect any experience or coursework that you have completed that demonstrates your qualifications. When building or editing your resume, be sure to adjust your resume to highlight your qualifications for the department you prefer to join. Here are a few other tips for building a strong resume:

- When presenting work experience, be sure to include the following:
  - Name of company, dates of employment, job title or type of role you were in
  - Describe the scope of work and primary responsibilities of the role
  - Tell us about the team you were on: size and primary function of the team
- List school-related projects or coursework that demonstrate relevant skills and knowledge
Watch out for typos – have a friend or relative proofread your document if possible

Share a few highlights of projects you’ve worked on that align with our mission to address climate change

Tell us about leadership roles at school, part-time jobs or organizations where you have been a volunteer

List any special skills you have such as video, photography, research, website editing/design, graphic design, writing, software development, etc.

Be comprehensive, but concise. One page is ideal. If we need additional information during the hiring process, your recruiter will work with you to provide

Include a phone number and an email that you check regularly

STEP 3 - Cover Letter: This document provides the best opportunity to help us learn who you are and let your resume tell us what you have done. Include relevant accomplishments in your cover letter and describe how your accomplishments would help you contribute to our mission. We encourage you to let your personality shine through as you tell us the following:

- How did you learn about 3Degrees and why are you interested in joining our internship program
- Tell us which departments you are most interested in joining and why. If you are not sure, that’s okay, but let us know what you hope to learn during your time with us
- What inspired you to apply?
- What are you passionate about and why?
- What challenges have you faced at school or at work? How did you overcome them and how those experiences might help you in a role with 3Degrees?

Special Instructions for your cover letter:

1. In the header - Tell us your declared Major and the first and last days you are available for summer employment. If you are not available for at least 8 weeks, please explain circumstance in your email when you submit your application materials.

2. After your signature line: share a favorite quote

How to Submit Your Application

1. Gather Docs – Save all files in PDF format. If possible please combine your cover letter and resume into a single PDF document (optional)

2. Submit - Please apply for the program by attaching your PDF/s documents to an email addressed to intern@3degrees.com. If you do not get a response within 24 hours, please send an email to rsundell@3degrees.com.