

Director, Research & Policy

Urban Green Council is seeking a skilled, strategic and mission-driven **Director of Research & Policy** to lead our work at the intersection of buildings, climate and public policy. This role offers a rare opportunity to shape the research, policies and narratives that will determine how New York City and New York State decarbonize buildings—our largest source of climate pollution—while advancing healthier, more resilient communities.

Urban Green is NYC's go-to nonprofit for building solutions to climate change. Reporting to the CEO, the Director will lead and grow our Research & Policy team, serve as a trusted expert for policymakers and stakeholders, and help translate complex technical and legal issues into clear, actionable strategies. The role combines thought leadership, people management, and deep technical fluency in buildings and energy systems, with a practical understanding of law, regulation and policy design.

Our work is grounded in rigorous analysis and informed by a diverse network of industry, government and community partners. We make the technical relatable—and the ambitious achievable. The ideal candidate will bring deep professional expertise in engineering, architecture, energy, law or another relevant discipline, plus a demonstrated capacity to lead, build relationships and deliver results in a fast-paced, mission-driven environment.

Urban Green Council is a hybrid workplace. Employees must live in the greater NYC area and be able to attend regular in-person meetings in lower Manhattan.

What You'll Do

Lead Research & Policy Strategy

- Set the vision and direction for Urban Green's research and policy agenda, aligning building decarbonization with affordability, equity and resilience.
- Advance pragmatic, data-backed research and policy solutions at the city and state level, with relevance beyond New York.
- Serve as a visible thought-leader, authoring publications, delivering public and media comments, and representing Urban Green in the field.
- Contribute to organization-wide strategy and work closely with the CEO, senior leadership and the Board of Directors.

Manage and Develop a High-Impact Team

- Lead, mentor and support our multidisciplinary Research & Policy team, investing in staff growth and fostering a collaborative, high-performing culture.
- Oversee department planning, goal-setting and cross-organizational coordination.

Direct Technical Analysis and Policy Advocacy

- Conceive, foster and oversee analysis and development of data-driven research and policy initiatives, working closely with the team to advance building decarbonization.
- Guide ongoing engagement on Local Law 97 and other key regulatory and legislative initiatives.
- Apply technical knowledge of building systems and decarbonization technologies, along with fluency in policy and regulatory frameworks, to craft actionable solutions.
- Areas of focus include emerging technology, building performance standards, building electrification, retrofit barriers, energy code, financing, zoning, utility rates and programs, and more.

Build Influence, Partnerships and Financial Support

- Cultivate strong relationships with city and state legislators, agency staff, industry leaders, advocates and nonprofit partners.
- Represent Urban Green in external meetings, convenings and advisory groups.
- Ideate, develop and present compelling pitches to funders, and steward relationships with foundations and corporate sponsors to secure long-term investment in Urban Green.

Who You Are

You are a systems-level thinker who enjoys moving between technical detail and big-picture strategy. You are comfortable leading teams, directing research, shaping public policy and serving as a credible expert in high-stakes conversations with a wide range of building sector stakeholders. You are motivated by impact and thrive in a collaborative, mission-driven organization.

You bring:

- An advanced degree in engineering, architecture, law, public policy or a related field.
- 8 to 10 years of experience in buildings, energy and climate research, policy or practice, with direct experience in New York a strong plus. Professional experience in engineering, architecture and energy management that complements research and policy expertise is also a strong plus.
- At least 5 years of experience managing and developing direct reports and a team.
- Strong familiarity with building decarbonization technologies and policies, with a focus on NYC.

- Strong writing and public-speaking skills, with experience producing public-facing research and policy analysis and recommendations.
 - Experience working with government, nonprofits and industry stakeholders.
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Benefits and Compensation

The salary range for this position is \$115,000 - \$125,000 per year, depending on experience. Note that the position may be elevated to Senior Director for a qualified candidate.

Benefits include:

- 100% employee coverage for medical and dental
- 100% employee coverage for Life, Short Term and Long Term disability insurance
- Minimum 15 vacation days in the first year, 8 paid holidays, and 2 personal days
- 401K plan with employer contribution
- Office closure between Christmas and New Years
- Half-day Fridays year-round, Full Friday closure from Memorial Day to Labor Day

How To Apply

If you are interested in this position, please complete the [application form](#) and include a resume and 1-2 work samples (PDF format, no more than 5 pages) that reflect your experience and subject-matter expertise, such as a research article, policy memo, written testimony, or similar. We encourage you to choose samples that demonstrate your ability to synthesize complex information for an audience and data and visualizations to drive home core messages. Please combine all work samples into one PDF before uploading.

After submitting your application, you can expect to hear from our hiring team regarding a decision within a few weeks. You may reach out to jobs@urbangreencouncil.org with any questions, but applications received by email will not be reviewed.

Diversity, Equity and Inclusion Statement

We believe the path to decarbonizing buildings and creating healthy and resilient communities includes a diverse team of people with different backgrounds, experiences, and perspectives. At Urban Green Council, we are committed to championing diversity, equity and inclusion across all areas of our organization, including our recruitment and hiring practices. We encourage you to apply if you are excited about this position and can envision yourself in this role, even if your experience doesn't perfectly align with every qualification listed.

Urban Green Council is proud to be an equal opportunity employer and does not discriminate based on race, religion, color, national origin, sex, sexual orientation, gender

identity, age, veteran status, disability status, or any other applicable characteristics protected by law.

If you need a reasonable accommodation during the application or interview process, please email jobs@urbangreencouncil.org.

Urban Green's Organizational Values

- **Excellence:** We strive for innovative, high-quality programs and ideas.
- **Inclusion:** The diverse voices and backgrounds of our employees, board of directors, members, and partners make us stronger.
- **Collaboration:** We believe consensus delivers better solutions and teamwork is essential to our success.
- **Engagement:** We promote a culture of performance, participation, and curiosity.