



URBAN GREEN COUNCIL
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Director, Policy

Urban Green Council is seeking a skilled, strategic and mission-driven **Director of Policy** to lead our work at the intersection of buildings, climate and public policy. This role offers a rare opportunity to shape the laws, 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 that also drive climate and energy policy nationally and globally. Reporting to the CEO, the Director will lead and grow our Policy team, help shape our research work, serve as a trusted expert for policymakers and stakeholders, and translate complex technical and legal issues into clear, actionable strategies. This influential 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, communicate, 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 and other external meetings as required.

What You'll Do

Lead Policy Strategy

- Working closely with the CEO, set the vision and direction for Urban Green's policy agenda, aligning building decarbonization with affordability, equity and resilience.

- Advance pragmatic, data-backed policy solutions at the city and state level, with relevance beyond New York, collaborating with the research team to support policy initiatives as required.
- Serve as a visible thought-leader, authoring policy proposals, delivering public and media comments, and representing Urban Green in the field.
- Contribute to organization-wide planning and 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 the Policy team, investing in staff growth and fostering a collaborative, high-performing culture.
- Oversee department planning, goal-setting, thoughtful AI integrations and cross-organizational coordination.

Policy Advocacy and Technical Support

- Working closely with the team, conceive, foster and oversee analysis and development of market- and data-driven policy initiatives to advance building decarbonization in an affordable and equitable way.
- Apply technical knowledge of buildings and fluency in regulatory frameworks to lead engagement on decarbonization and green building policy, including developing policy briefs, testifying at public hearings, and advocating with legislators on issues like Local Law 97 and CLCPA implementation.
- Areas of focus include emerging technologies, building performance standards, building electrification, retrofit barriers, energy and other building codes, financing, the NY state grid, utility rates and programs, zoning and more. Affordability and environmental justice are crucial aspects of this work and must be considered throughout.

Build Influence, Partnerships and Financial Support

- Cultivate strong relationships with city and state legislators, agency staff, industry leaders in design and real estate, 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 with keen analytical skills, and you enjoy moving between technical detail and big-picture strategy. You are comfortable leading teams, 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.
- At least 5 years of experience managing and developing direct reports and a team.
- Strong familiarity with energy efficiency and building decarbonization technologies and policies.
- Excellent interpersonal and public speaking skills, with the ability to tailor messages to a broad range of stakeholders, from the general public to highly technical market segments.
- Strong writing skills, with experience producing public-facing policy analyses, reports and recommendations.
- Experience working with government, nonprofits and industry stakeholders.

Compensation and Benefits

The posted salary range for this position is \$115,000 - \$125,000 per year depending on experience, and the position offers significant advancement opportunities. *We have some flexibility to adjust compensation or level for a candidate with exceptional qualifications and experience exceeding the details above.*

Urban Green offers a competitive and comprehensive benefits package, including:

- 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

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 policy memo or recommendation, research article, written testimony, or similar. Your sample(s) should demonstrate your ability to synthesize complex information on a decarbonization topic that is clear, engaging and impactful. Please combine all work samples into one PDF before uploading.

After submitting your application, you can expect to hear from our hiring team regarding next steps within a few weeks. You may reach out to jobs@urbangreencouncil.org with any general 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.

