



AMERICAN FLOOD COALITION

Job: Program Analyst

Location: DC

The [American Flood Coalition](#) is a nonpartisan group of 180+ elected officials, local leaders, military groups, and businesses that have come together to advocate for national solutions to sea level rise and flooding in our coastal and riverfront communities.

We're a start-up nonprofit organization with deep donor backing, and we do things differently. We aim to change the game with a singular focus on sea level rise and flooding, a creative approach to finding solutions, and deep analysis and partnerships that leverage existing efforts. We draw on our strength as communicators and practical problem solvers to bring in those stakeholders that other groups do not, building broad public support for built and nature-based solutions at the local and national level. Our team is passionate, entrepreneurial, fast-paced, and looking to radically improve how communities around the country adapt to sea level rise and flooding.

Mission of Role

We are looking for a motivated, enthusiastic Program Analyst to support the research and programs initiatives of the Coalition's various teams, including but not limited to Policy, Strategy, and Outreach. This is a cross-team role that will work on a wide variety of projects. This is our talent program for top tier recent graduates to gain leadership experience and exposure to the work of the various teams at the Coalition. The Program Analyst will play a key role in contributing to the work of each team. The person in this role will have a chance to interact with coalition members, attend meetings on Capitol Hill, dive deep into research on flooding and sea level rise, and advance the coalition's strategic projects. After one year in the role, Program Analysts may move to a permanent role within one of the Coalition's teams.

The role combines longer-term strategy and research projects with day-to-day evolving tasks and coalition member communications. A successful Program Analyst will be able to prioritize their time among these tasks and conduct some work independently. We are looking for a quick-witted, entrepreneurial and intellectually curious person to join the team. To succeed here, you'll need to be able to combine creativity, analytical rigor, and organizational skills.

Because things happen quickly, we need an enthusiastic team player - a self-starter who can work as part of a growing team and isn't frightened to take risks or try out new ways of doing things. If you want to work with some of the most talented and passionate people in the space that are all focused on righting the course of tomorrow, you've come to the right place.

Job Description

We are looking for an enthusiastic team player to play a key role in supporting the various teams. This will include day to day responsibilities and longer-term research projects.

- **Policy:** Assist in tracking federal legislation, research and develop flooding and adaptation policy memos and one-pagers, and support external meetings with legislative and executive branch offices.



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- **Outreach:** Assist in the onboarding of new members and develop coalition-member relationships, communication products (e.g. monthly all-member newsletter, social media outreach, Medium articles and resources for the member portal), and strategies to increase our member engagement
- **Strategy:** Support and help define the coalition's strategic initiatives, such as partnerships with other nonprofits and pilot programs in specific locations to encourage local leaders to take on flooding

Key Qualities

- **Team Player:** An individual who thrives on collaborating toward a common goal.
- **Entrepreneurial:** A self-starter who drives their own work, thinks of new ideas, and is excited by a challenge
- **Analytical:** Ability to dive deep into research projects and synthesize findings
- **Flexible:** Ability to handle multiple tasks and prioritize responsibilities
- **Engaged:** Strong interest in learning more about sea level rise and flooding, as well as policy solutions and funding mechanisms for protecting flood-affected communities.

Qualifications

- Bachelor's Degree in any major.
- Strong coursework in Government, Public Policy, or Environmental Science desirable.
- Previous internship or work experience a plus.
- Excellent critical thinking and analytical skills.
- Demonstrated leadership and experience working well in team environments.
- Ability to speak and write in English.
- Familiarity with social media.
- Must be authorized to work for any employer in the U.S.

Compensation & Benefits

- Competitive salary commensurate with experience
- Robust benefit options, including health insurance & retirement

Please send a letter of interest and resume to HR@floodcoalition.org.

We are an equal opportunity employer and value diversity at our company. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.