

Job Announcement

Senior Associate – Environmental & Procurement Programs

Opportunity

Environmental Incentives is seeking a Senior Associate to join our growing environmental and performance contracting portfolio of work. This role is ideal for an experienced environmental consultant who brings strong writing, analytical thinking, and facilitation skills to complex public-sector challenges.

As a Senior Associate, you will work closely with senior staff to design, analyze, and communicate innovative environmental programs. You will contribute to high-impact projects that help public agencies improve environmental performance, strengthen accountability, and deliver measurable outcomes.

This position is well suited for a professional with 5–8 years of consulting or related experience who is ready to take on increasing responsibility in project leadership, client engagement, and technical analysis.

Purpose and Need

Environmental Incentives is expanding our work with public agencies in Washington State and beyond. Our clients face complex environmental, regulatory, and funding challenges that require thoughtful analysis, strong writing, and the ability to facilitate productive conversations across diverse stakeholders.

Increasingly, our work involves designing performance-based procurement frameworks, developing outcome-oriented contracts, and supporting public agencies as they evaluate innovative delivery models such as CBP3. We are seeking a Senior Associate who can support and lead workstreams focused on research, program design, procurement support, financial and policy analysis, and stakeholder engagement.

About Environmental Incentives

At Environmental Incentives, [our purpose](#) is to create the conditions for human and natural communities to thrive. We do this by helping our clients improve the performance of conservation and development programs. Our clients trust us to design and support implementation of innovative programs that (1) use evidence to develop pragmatic strategies within complex systems, (2) center local stakeholder experiences and facilitate collective action, and (3) produce results that support learning about what works. Environmental Incentives is a Public Benefit Corporation and a certified B Corporation.

Responsibilities

Writing & Communication

- Draft technical memoranda, reports, briefing materials, and presentations for public-sector clients.
- Synthesize research findings, stakeholder input, and quantitative analysis into actionable recommendations.
- Support development of performance-based procurement documents, including RFPs, contract templates, and program guidance materials.
- Prepare materials for executive and board-level audiences, including procurement decision memoranda and policy briefings.

Analysis & Research

- Design and refine measurable performance outcomes, payment structures, and verification approaches for environmental programs.
- Conduct policy, regulatory, and program research.
- Support financial and economic analysis, including cost-benefit analysis and spreadsheet-based Value-for-Money comparisons of traditional and alternative delivery models.
- Interpret environmental, operational, and financial data to inform strategic decisions.

Facilitation & Client Engagement

- Support and facilitate stakeholder meetings, workshops, and interviews related to program design and procurement strategy.
- Collaborate with public agency staff, legal and procurement teams, engineers, and community partners.
- Guide discussions toward clarity on risk allocation, accountability mechanisms, and implementation pathways.
- Contribute to project management, task tracking, and coordination of complex, multi-deliverable contracts.

Qualifications

Minimum Qualifications

- 5–8 years of professional experience in environmental consulting, public policy, water resources, sustainability, infrastructure, or a related field.
- Demonstrated excellence in professional writing for technical or policy audiences.
- Experience conducting structured analysis and synthesizing complex information.
- Experience working with public-sector clients or within regulated environments.
- Strong project management and organizational skills.
- Bachelor's degree in a relevant field.

Preferred Qualifications

- Experience supporting performance-based contracting or alternative delivery models (e.g., P3, CBP3, pay-for-success, pay-for performance procurement).
- Experience conducting economic and financial analyses.
- Experience contributing to deliverables such as implementation RFPs, contract templates, Value-for-Money analyses, cost-benefit models, program guidance documents, and procurement decision memoranda.
- Experience working in Washington State or with Washington-based public agencies.

Knowledge, Skills, and Abilities

- Exceptional written and verbal communication skills.
- Strong analytical reasoning and ability to structure ambiguous problems.
- Ability to translate complex technical or policy information into clear recommendations.
- Comfort working across disciplines including technical, financial, and policy.
- Strong facilitation and interpersonal skills.
- Ability to manage multiple priorities and deadlines.
- Professional judgment and attention to detail.
- Ability to work independently in a remote or hybrid environment.

Additional Requirements

- Legally authorized to work in the United States with no restrictions.
- Criminal background check required.

Base Station

We strongly prefer candidates located in Washington State for a primarily remote role with occasional travel. Candidates in the San Diego area who can work a hybrid schedule are also encouraged to apply. Environmental Incentives operates in a hybrid and remote-flexible environment, depending on location and team needs.

Compensation & Benefits

The starting salary range for this position is \$95,000-\$120,000. Environmental Incentives also offers a competitive benefits package that includes: The starting salary range for this position is \$95,000-\$120,000. Environmental Incentives also offers a competitive benefits package that includes:

- 100% employer-funded medical, dental, long-term and short-term disability, and life insurance for employees, and the option to enroll in supplemental life insurance.
- Highly competitive 401k contributions that start on day one of your employment. Did we mention we offer environmentally responsible investment options?
- Generous vacation, holiday, and sick time. You'll also get paid time off opportunities each year to vote and volunteer at a charity of your choice!

How to Apply

Please submit a CV and short cover letter demonstrating your interest in the position to careers@enviroincentives.com with "Senior Associate – Environmental and Procurement Programs" in the subject line.

Please submit your application immediately! On a rolling basis, we will review CVs and contact qualified candidates for additional information.

Environmental Incentives is an Equal Opportunity Employer

We are committed to developing an inclusive work environment for all employees, where diversity of thought, style, culture, and skill is valued in support of individual performance and potential, as well as our business goals and purpose. We prohibit and stand against discrimination on the basis of race, color,

religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or and other characteristic protected by federal, state or local laws. EI participates in E-Verify.

Reasonable Accommodation

Applicants with disabilities may contact Environmental Incentives coordinators via telephone, e-mail, and other means to request and arrange for accommodations. If you need assistance to accommodate a disability, you may request an accommodation at any time. Please contact Human Resources at hr@enviroincentives.com