

JOB DESCRIPTION

POSITION:	Tribal Wind Engagement Coordinator
COMPENSATION:	\$65,000 to \$75,000 per year
SUPERVISOR:	Chief Executive Officer
JOB SITE LOCATION:	Eureka, CA (with regional travel)

POSITION SUMMARY

The Tribal Wind Engagement Coordinator supports NCIDC's efforts to engage Tribal Nations, communities, and stakeholders in wind-energy planning, consultation, and workforce development. This role strengthens Tribal sovereignty by ensuring Tribes have access to accurate information, technical assistance, and culturally grounded pathways to participate in wind-energy opportunities.

REQUIREMENTS: Must have at least 1–2 years of professional or lived experience in a relevant field such as Tribal engagement, community organizing, Tribal government, environmental or energy advocacy, nonprofit work, education, or related public service. Applicant must demonstrate an understanding of the unique issues, priorities, and sovereignty of Indigenous people and Tribal Nations in Northern California, with familiarity with contemporary Indigenous movements and Tribal consultation processes.

PREFERRED QUALIFICATIONS:

- Experience with offshore wind, renewable energy planning, or environmental policy.
- Familiarity with Tribal consultation processes and cultural resource protections.
- Experience coordinating meetings, workshops, or multi-stakeholder engagement.
- Understanding of California Energy Commission (CEC) processes or state energy planning.
- Experience working in Northern California Tribal communities.
- Strong public speaking and facilitation skills.
- Ability to interpret technical information and translate it for community audiences.
- Proficiency with Microsoft Office Suite and virtual meeting platforms.

RESPONSIBILITIES: The Tribal Wind Engagement Coordinator performs the following tasks:

Tribal Engagement & Relationship Building:

- Build and maintain strong relationships with Tribal governments, Tribal departments, and community leaders regarding offshore wind and related coastal infrastructure planning.
- Support Tribes in articulating their priorities, concerns, and cultural values related to offshore wind development.
- Conduct outreach to Tribes across the North Coast region, including rural and remote communities.
- Facilitate communication between Tribes, state agencies, port authorities, and project partners.

Offshore Wind Education & Capacity Building:

- Develop and deliver culturally relevant educational materials on offshore wind, port development, environmental impacts, workforce pathways, and permitting processes.
- Organize and facilitate Tribal workshops, listening sessions, and informational meetings.
- Support Tribes in understanding technical documents, environmental reviews, and regulatory processes.
- Assist Tribal staff and leadership in identifying training, funding, and technical assistance opportunities.

Policy, Planning & Advocacy Support:

- Track offshore wind policy developments, port infrastructure planning, and state/federal regulatory processes.
- Support Tribes in preparing comments, letters, or recommendations for state and federal agencies.
- Assist with coordination of Tribal participation in advisory groups, consultations, and public meetings.
- Identify opportunities for Tribal leadership in regional planning and decision-making forums.

Northern California Indian Development Council, Inc.
241 "F" Street, Eureka CA 95501

Internal Coordination & Reporting:

- Coordinate with NCIDC leadership and program staff to align offshore wind engagement with organizational goals.
- Maintain accurate records of outreach, meetings, and Tribal engagement activities.
- Contribute to grant reporting, data tracking, and evaluation activities.

PHYSICAL REQUIREMENTS:

- Ability to sit or stand for extended periods.
- Ability to lift up to 25 pounds occasionally.
- Ability to travel long distances by car across rural regions.
- Ability to work in office environments and Tribal community settings.
- Ability to use computers, phones, and standard office equipment.

WORK ENVIRONMENT & TRAVEL:

- Must possess a valid California Driver's License and be able to travel regularly, including overnight travel.
- Position based in Eureka with frequent travel to Tribal communities in Del Norte, Humboldt, Mendocino, and Trinity counties.
- Occasional statewide travel for offshore wind meetings, conferences, and consultations.
- Occasional evening or weekend hours for community events or Tribal meetings.

Native American Hiring Preference Applies; In accordance with P.L. 93-638 and NCIDC policy, qualified Native American applicant.