



Volunteer Opportunity - NGO Business Development

Business Development Volunteer

Root Solutions is seeking a business development volunteer to join a team of visionaries, creators, and disruptors who aim to re-shape the future of the environmental movement in North America and beyond.

Early 2022 is an exciting time for us. We will be hosting an interactive event and conference that brings thought leaders together to discuss the future of behavior science within the environmental movement, and we will be launching our book *Making Shift Happen: Designing for Environmental Behavior Change*.

You will be critical in ensuring we are ready to work with new partners and clients that emerge from these activities.

Although this is a volunteer position, you will be an active member of our team and your role is vital to scaling powerful tools

that will transform the environmental movement and the planet.

Root Solutions

We work to provide conservationists and policy makers with tools and resources informed by the proven methods of behavioral economics and behavior design, allowing them to create more effective campaigns, policies, and strategies that reflect how people are actually motivated and make decisions. By understanding human behavior, and the factors which influence the choices people make, environmental change makers will be able to use solutions based directly on how people think, make decisions, and act.

As a young non-profit with ambitious goals (including expanding our work to all cause movements), our existing funding is restricted to program activities. Root Solutions is primarily volunteer run.

Overall Function: Under the supervision of the Executive Director, the Business Development Assistant will play an active role in Root Solutions' work with partners and clients, including but not limited to:

- Researching opportunities for partnerships
- Reaching out to potential partners and clients
- Manage CRM system
- Developing website and social media content
- Working with partners at events

Qualifications/skills and knowledge requirements

- Must be well-organized, self-motivated, and detail-oriented
- Must be able to adapt and to prioritize
- Must have the ability to meet deadlines and demonstrate initiative
- Must be comfortable communicating over email, the phone, and in person

Opportunities

- To earn a *Making Shift Happen Certification*. Each week, for 12 weeks, you will be able to read *Making Shift Happen*. You will have the opportunity to discuss the book with staff and volunteers, and, upon passing a short exam at the end of the program, earn a Level 1 Certification for designing behavior change environmental campaigns.

We work hard to pair our volunteers with projects and experiences that are interesting to them or important for their career growth.

Location & Logistics

This position includes a mix of working remotely with some potential in person requirements. This position is part time. We ask for a commitment of at least 10 hours per week over a 12-week period. We are happy to offer flexibility with your schedule, and are open to any variants of days that work best for you.

Compensation

This is a volunteer position

Application Materials

Interested applicants should submit a brief cover letter and resume to:

Caroline Skrobak
Volunteer Coordinator
Email: info@therootsolutions.org
Subject Heading: Business Development Assistant

Indicate whether you are able to work for class credit or note whether you will receive any work-study or grant money for this position. Also indicate the number of hours you will be able to commit per week and whether you will be available during normal working hours.

Root Solutions

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