

**Name:** **Community Benefits Liaison**

**Position:** Full-time employee of ARCHES

**Location:** Program is California state-wide with headquarters in Irvine, California

Frequent in-person engagements will be required

A significant portion of the role may be accomplished remotely/virtually

Community engagements events might occur at various venues around the state/region and outside of regular business hours including on weekends or weeknights

## **Client:**

The Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) has been formed to actualize California's vision to produce and deploy renewable, clean hydrogen at scale across multiple sectors. This actualization will realize a self-sustainable marketplace and ecosystem while reducing local air pollution in the most challenging heavy-duty sectors in the most disadvantaged communities and providing strong community benefits for all.

ARCHES H<sub>2</sub> LLC is a public-private nonprofit corporation founded by the CA Governor's Office of Business and Economic Development, the University of California system, The State Building and Construction Trades Council of California, and the Renewables 100 Policy Institute, working in partnership with utilities and private large and small businesses.

The U.S. Department of Energy (DOE) is providing the initial funding to the ARCHES organization (up to \$1.2 billion over the multiple year life of the award). A significant local match in funding is required, yet the DOE leadership requires that a very prescribed set of requirements be met. These prescribed requirements range from how the program is organized, how projects within the program are implemented, and how information and progress is reported.

## **Community Benefits Liaison General Role Description:**

The outcomes through the formation of a marketplace and supply chain for infusing hydrogen as a transportation fuel source are clearly environmental (i.e., significant greenhouse gas reduction) and human (i.e., improvements to human health with the reduction in greenhouse gases). The program is also responsible for extending investments into the communities in which the projects are taking place. These community benefits

may be completely unrelated to forming a hydrogen marketplace and supply chain but are important to the communities in which the projects are located (i.e., improvements to parks, economic development, and/or other community investments). It is therefore the responsibility of the individual projects to identify and implement specific community improvements to produce community benefits.

ARCHES is the owner of the initiative and the program, yet it is not the primary force in delivering the projects that are part of the program. ARCHES partners are the primary means to deliver specific elements of the hydrogen marketplace and ecosystem – from production to distribution to use. ARCHES partners include leaders in energy research, communities, trades, utilities, for-profit companies, and nongovernmental organizations.

The Community Benefits Liaison is the role that leads, manages, and supports the connections with a subset of partners, the ARCHES program systems and structure, and communities near ARCHES projects, with specific focus upon supporting the identification and implementation of community benefits as part of the partners' projects. This role includes supporting relationship building with the communities and associated stakeholders associated with the projects and monitoring the delivery of benefits.

Note that the Community Benefits Liaison is NOT the project manager of the partner's project. Yes, this Community Benefits Liaison role will touch on project management responsibilities, including adherence to program protocols and reporting requirements related to community benefits progress, but this role is not managing the project within the partner organization.

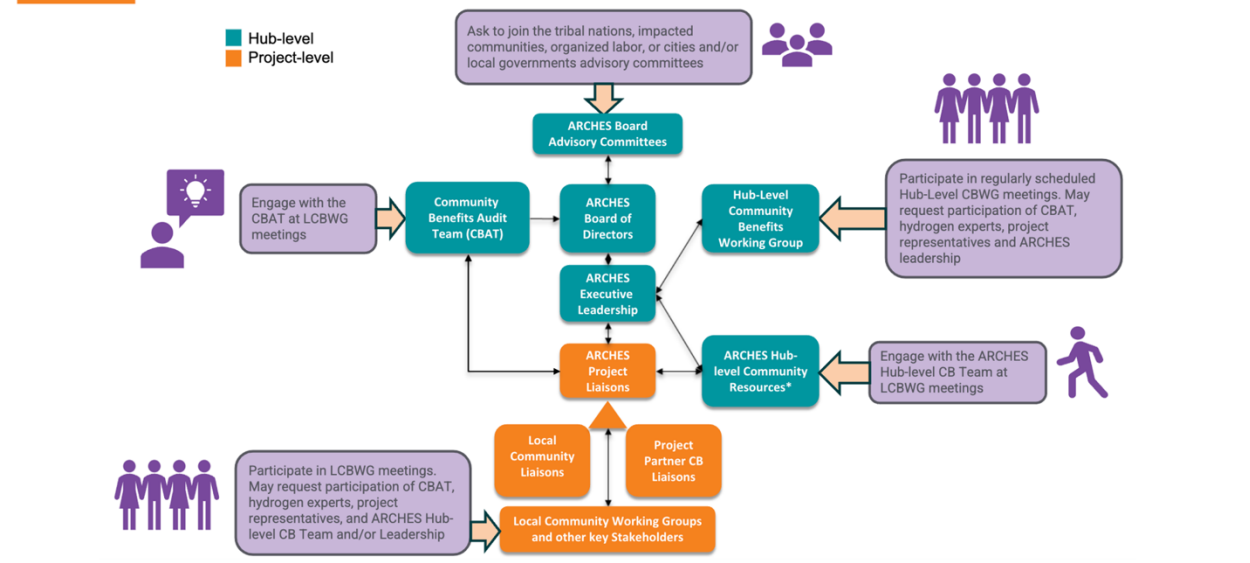
The Community Benefits Liaison role will provide oversight and assurance that the partner projects are meeting the DOE and ARCHES goals, objectives, and requirements to maintain compliance with all state and federal rules, regulations, and terms and conditions in relationship to community benefits outcomes.

## Reporting Structure:

Community Benefits Liaisons will report to the Director of Community Benefits.



## ARCHES Community Benefits Governance Gives Stakeholders Input and Influence



### Community Benefits Liaison Specific Responsibilities:

- Serves as the primary point of contact (POC) for a partner group, provides first level response to partner questions concerning community benefits identification and application
- Supports the management of a portfolio of partner projects by providing community benefits application oversight
- Supports the engagement with communities that are recipients of the partner projects in the identification and agreement to community investments
- Monitors contracts compliance to ensure project partners meet all agreed-upon terms and conditions including scope, schedule, budget and other key performance targets associated with community benefits
- Assures application of the programmatic protocols, systems, and tools with the community benefits function
- Reviews monthly partner project reports, assesses health of projects, identifies key risk and opportunities, and assures appropriate documentation of decisions and escalation items

- Assures the application of partner invoicing protocols and reviews partner invoices for allowability of costs related to community investments
- Understands and communicates the community engagement governance and authority structure of the ARCHES organization and program
- Supports the development of consistent and uniformly applied templates across all partner groups in the application and reporting of community benefits
- Collaborates with other Community Benefits Liaisons as necessary to ensure consistency across partner groups
- Assures appropriate documentation of meeting, interactions, and decision points as dictated by the program controls and reporting requirements in the community benefits

## Experience/Education Requirements:

- Requires 100% time commitment
- Minimum of 5+ years of working on project or programs in community engagement with a focus on projects in infrastructure delivery
- Strong working knowledge of and commitment to program management methodologies, including controls, change management, conflict resolution, and negotiation
- Ability to initiate, support, and maintain strong personal and professional relationships with project level partners, communities, and other stakeholders
- Ability and personality to be 'on call' and respond promptly to partner needs and questions on their schedule
- Ability to navigate complex politics, unique personalities, business commercials, and regulatory frameworks
- Ability to problem solve and escalate issues to leadership effectively and in a timely manner
- Experience working on federally funded programs preferred

## Authorities:

- Directs partners in application to program protocols and validates adherence to community benefits applications

- Represents the ARCHES program in engagements with communities and stakeholders associated with the partners' projects

## Unique Application:

The uniqueness of this program opportunity is difficult to overstate. The effort is a combination of developing a client organization at the same time as establishing programmatic functionality for the program owned by the client. Secondly, the projects within the program are being delivered by wholly separate partners that require the structure and continuity and funding associated with the program but will have their own methods of delivery. Finally, the premise of the program is to establish an entirely new marketplace with an associated supply chain in hydrogen. The combination of all these unique factors raises the importance of the Community Benefits Liaison role to critical. These roles will be extremely influential in the success of the program and present a unique learning and growth opportunity.