



**Position:** Resilience Fellow  
**Location:** Charleston, WV  
**Reports to:** Fellows Group Manager  
**Partnership:** WV State Resiliency Officer

---

[Click here to apply!](#)

### About SBP

SBP, a leading social impact organization focused on disaster resilience and recovery, solves the challenges facing at-risk communities and scales impact with a proven model that brings the rigor of business and innovation to reduce risk, create resilient communities, and streamline recovery. By taking this holistic approach, SBP shrinks the time between disaster and recovery in three connected ways—prepare, shape and build:

- 1. SBP prepares** individuals, communities, and organizations to mitigate risk and speed recovery.
- 2. SBP shapes** federal policy and system change and state and local disaster recovery programs to be more efficient and effective.
- 3. SBP builds** resilient communities efficiently and effectively and shares our proven model and approach with others.

### Position Summary

The Resilience Fellow will work alongside the West Virginia State Resiliency Office to:

- Understand current disaster risks within the State of West Virginia
- Understand current state mitigation and resilience priorities
- Identify designated Community Disaster Resilience Zones as locations of focus
- Raise and effectively implement supportive funding
- Develop resilience and mitigation projects
- Assist the State Resiliency Office in adding capacity to local governments, while amplifying resilience and mitigation priorities

The perfect candidate will have experience with: FEMA Mitigation programs, HUD recovery products (CDBG-DR and CDBG-MIT), Federal and State/Local resilience funding, and affordable housing programs, and possess the ability to effectively implement that knowledge to help secure resilience and mitigation funding for communities in West Virginia.

This is a 2-year position as part of the SBP Resilience and Recovery Fellowship Program.

### Responsibilities

Achieve all goals and objectives set by SBP for the Recovery and Resilience Fellows Program, to include the following:

- Serve as a resilience champion to communities in the State of West Virginia that have been designated as [Community Disaster Resilience Zones](#) (CDRZ), working with state and local stakeholders to access a minimum of \$5,000,000 in funding for preparedness, recovery, resilience, and mitigation, to protect against future losses in a disaster.
- Successful implementation of projects in CDRZ communities will require a dynamic combination of human capacity, actionable projects, and streamlined access.
  - Fellows will accelerate investment through available funding sources including local, state, federal, private, philanthropic, and public opportunities.

- In order to be successful, the Fellow must understand regional and local risks, identify public and private stakeholders, review current applicable plans in place, and assess and document gaps.
- Fellows must also be skilled translators of opportunities, capable of building trust and generating options for action as local communities characterize their vulnerabilities.
- Create an opportunity for future employment in the community they serve through administrative grant dollars, identifying unique capacity investments, etc.
- Share the expertise of SBP's interventions (Build, Share, Prepare, Advise, and Advocate) with other non-profits, municipalities, non-government, and volunteer organizations to increase capacity and efficacy.

### **Qualifications**

- Understanding of FEMA BRIC, CDBG-DR, Federal, and/or affordable housing development programs.
- Proven success in project management and grant writing.
- Ability to take complex regulations, grant opportunities, and community dynamics and translate them into achievable projects.
- Excellent relationship management skills to enhance internal organizational relations and external community interactions.
- Organized and detail-oriented with exceptional written, verbal, and interpersonal communication skills.
- Comfortable with ambiguity and uncertainty; the ability to adapt nimbly.
- An individual with a high degree of integrity and forethought in their approach, and can act transparently and consistently.
- Must be self-directed and work to achieve objectives.
- Strong attention to detail and ability to manage multiple projects at once.
- Able to pass a Criminal History Check satisfactorily to include sex offender registry, State Police, and FBI.
- Valid driver's license and reliable transportation.

### **Performance Expectations:**

The individual is expected to:

- Translate broad goals into achievable steps and top priorities.
- Model curiosity and positivity in the face of challenges.
- Be extremely driven with a strong work ethic and high energy level.
- Achieve key milestones and timelines.
- Align work performance with SBP's core values.
- Implement strong written and verbal communication and interpersonal skills.
- Troubleshoot challenges with strong analytical and problem-solving abilities.
- Help set and manage appropriate expectations.
- Convey a professional and positive image and attitude regarding the organization and the not-for-profit sector.
- Demonstrate commitment to continued professional growth and development.

Salary Range: \$60,000K - \$80,000K

*SBP is building a diverse and experienced staff. The organization encourages multiple perspectives and experiences, supports a multicultural environment, and strives to hire and retain a diverse workforce that reflects the populations we work with and the communities where*

*we work. Our hiring and business practices appreciate the strengths offered through different backgrounds.*

*SBP is an equal opportunity, affirmative action employer and is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.*

*It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.*