



Temporary Research Assistant – Job Description

The Earth Partners (TEP) employs private sector solutions to large-scale conservation challenges. TEP manages complex assets and projects, manages investor risk in opportunistic markets, and catalyzes changes to public policy that better enable environmental markets.

We are looking for a highly motivated, temporary Research Assistant to support TEP's business development function. You will support the Director of Business Development in various research tasks, including the review and summary of capital improvement plans, regional conservation plans, and publicly available databases. We are a virtual team and this position is remote and can be located anywhere in the U.S.

Primary Responsibilities:

- Read, analyze, and summarize reports and publicly available datasets
- Identify and review sources of potential funding for land restoration projects, including grant programs, public agency budgets, and other sources
- Synthesize and distill results in various formats, including spreadsheets and memoranda
- Provide administrative support, as needed, for tasks associated with the management and sales of mitigation assets

Skills Needed to Meet the Above Responsibilities:

- Proficient in Microsoft Suite
- An understanding of environmental markets, with preference for wetland mitigation banking
- 2+ years' experience conducting research (including in an academic setting)
- Ability to succinctly communicate the results of your research
- Strong attention to detail in both research and in reporting results
- Self-motivated, due to the remote nature of this position
- Passion for natural resources conservation

To apply, please submit a resume to jobs@teplp.com with short answers to the questions below. Note that you do not need to submit an accompanying cover letter.

Application Questions

- 1) What unique skills/strengths would you bring to this role that would set you apart from other candidates?
- 2) What are some examples of research projects that you have done in the past?
- 3) Why do you feel this role is the best next step in your career, i.e. how will this role align with your long-term career goals/aspirations?