



SolarCitizens

A strong community voice for renewable energy and clean transport

Solar Citizens
5 Blake Street, Kogarah
NSW 2000, Australia
info@solarcitizens.org.au

Chief Operating Officer (COO)

Location: Sydney (Hybrid)

Salary: \$140,000–150,000 plus super

Reports to: Chief Executive Officer

About Solar Citizens

Solar Citizens is Australia's leading consumer advocacy organisation for cleaner, cheaper and more secure energy.

We mobilise hundreds of thousands of Australians to accelerate the uptake of rooftop solar, batteries, electric vehicles and other consumer energy resources. Through community organising, policy advocacy and national campaigning, we help drive policy outcomes that lower household energy bills, strengthen energy security and reduce carbon emissions.

Over the past four years, Solar Citizens has helped secure more than \$12 billion in government investment for household clean energy. We are now entering an exciting new phase of growth - expanding our national influence while building international partnerships with sister civil society organisations to accelerate consumer-led clean energy adoption and unlock its economic, social and environmental benefits for communities around the world.

Guided by our ambitious [2026–2029 Strategic Plan](#), Solar Citizens is growing both nationally and internationally. As our work expands, we are building the organisational capability to support a growing team across Australia and overseas while helping strengthen consumer movements for clean energy globally.

About the Role

This is a rare opportunity to join Solar Citizens at a defining moment in our journey.

As we deliver our ambitious 2026–2029 Strategic Plan, we are entering a new phase of organisational maturity. Over the past sixteen years, Solar Citizens has grown into one of Australia's most influential advocacy organisations. We are now investing in the leadership, systems and organisational capability needed to match our growing national impact and expanding international reach.

To support this next chapter, we have created this new executive leadership role. The Chief Operating Officer will help shape the organisation of the future - ensuring Solar Citizens remains dynamic, values-driven and highly effective while building the resilience, governance and operational excellence required to sustain long-term growth.

As Chief Operating Officer, you will be the organisation's senior operational executive and a key member of the Executive Leadership Team. Working closely with the CEO, you will lead our people, finance, governance, operations and organisational systems, ensuring Solar Citizens has the capability, culture and resilience to deliver an ambitious strategy.

While the CEO focuses externally on strategy, partnerships, fundraising, government engagement, advocacy and international collaboration, the COO will lead the internal organisation - building the systems, leadership and organisational capability that enable our talented team to maximise its impact.

The COO also acts as the CEO's delegate when required and provides organisational leadership during periods of CEO travel or external engagement.

Key Responsibilities

Executive Leadership

As a member of the Executive Leadership Team, you will:

- Partner closely with the CEO to deliver the organisation's strategic plan.
- Translate strategy into operational execution and measurable outcomes.
- Lead organisational planning, implementation and continuous improvement.

- Build organisational capability, resilience and performance.
- Drive a culture of accountability, collaboration and excellence.
- Lead organisational change and growth.
- Identify and manage strategic organisational risks.
- Act as CEO delegate when required.

People & Culture

Lead Solar Citizens' people strategy by:

- Recruiting, developing and retaining exceptional staff.
- Building confident, capable and accountable managers.
- Leading performance management, employee relations and employment compliance.
- Strengthening organisational culture, wellbeing and staff engagement.
- Supporting learning, leadership development and succession planning.
- Building clear HR systems, policies and people processes that enable our team to thrive.

Governance, Finance & Operations

Provide executive leadership across:

- Governance, Board and Committee support.
- Strategic planning, risk management and compliance.
- Financial management, budgeting and forecasting.
- Operational systems, technology and cybersecurity.
- Information management, procurement and organisational policies.
- Continuous improvement, organisational effectiveness and business continuity.

You will work closely with the external Finance Manager, Company Secretary, Board and external advisers to ensure Solar Citizens consistently operates to the highest standards of governance, financial stewardship and organisational excellence.

Our Culture

Solar Citizens is a purpose-driven organisation with an ambitious mission and a strong sense of optimism about the future. We believe extraordinary impact comes from talented people working together towards a shared purpose.

We are solutions-focused, collaborative and values-driven. We care deeply about our mission, back one another to succeed, and take pride in delivering high-quality work that creates real-world impact. We move quickly, adapt to changing political opportunities and balance long-term strategy with fast-paced campaign delivery.

As a relatively small organisation that consistently punches above its weight, we are entrepreneurial, nimble and willing to challenge conventional thinking. We value curiosity, creativity, humour, kindness and continuous learning, believing the strongest organisations combine trust, accountability and genuine care for people.

We work hard because we believe in what we do, but we also believe sustainable impact requires a sustainable organisation. The COO will play a central role in building the leadership, systems and culture that enable our people to do their best work, grow professionally and deliver lasting impact without unnecessary bureaucracy or burnout.

Success in the First 12 Months

Success in this role will mean:

- Solar Citizens operates confidently when the CEO is focused externally.
- Managers are supported, accountable and growing as leaders.
- HR, governance, finance and compliance operate to a consistently high standard.
- Board reporting is timely, strategic and decision-focused.
- Organisational systems are scalable, documented and resilient.
- Quarterly planning and performance systems are embedded across the organisation.
- Staff have greater clarity, accountability and confidence in their roles.
- The organisation is well positioned to support continued national growth and expanding international operations.
- Solar Citizens' ambitious growth plans are underpinned by strong financial management, operational planning and governance.

- The CEO is able to devote significantly more time to strategy, fundraising, partnerships, advocacy and international leadership.

About You

You are an experienced operational leader who believes great organisations are built by investing in people, culture and systems. You are energised by purpose, comfortable with change and enjoy helping ambitious teams achieve extraordinary outcomes.

You know how to create structure without creating bureaucracy, balance empathy with accountability and bring calm, thoughtful leadership in fast-moving environments. You are equally comfortable developing long-term organisational strategy and rolling up your sleeves to solve practical operational challenges.

You will bring experience across many of the following:

- Senior operational leadership.
- People and culture leadership.
- Financial management and budgeting.
- Governance and Board support.
- Risk, compliance and organisational systems.
- Organisational development and change management.
- Building high-performing teams and healthy workplace cultures.
- Strategic planning and operational delivery.

You are a collaborative leader with sound judgement, emotional intelligence and the confidence to lead difficult conversations with fairness, integrity and compassion.

A commitment to climate action, consumer advocacy and creating positive social change will help you thrive in this role.

We offer:

- Flexible hybrid working, with office cross over 2 days per week or more.
- Five weeks annual leave
- Professional development opportunities
- A collaborative and values-driven culture
- Laptop provided

- Team bonding through quarterly staff retreats, and an offsite annual retreat.

HOW TO APPLY

Please click "Apply now" and submit the following:

- A short cover letter (max 2 pages) directly addressing the essential criteria
- A current CV (max 3 pages)
- Contact details for two referees

Applications will be assessed on a rolling basis.

For further enquiries, contact info@solarcitizens.org.au using the subject line: COO enquiry via EthicalJobs.

Solar Citizens is committed to equity and inclusion and encourages applications from people of diverse backgrounds and experiences.

SolarCitizens.org.au

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