Do you work in human resources or operations?

**OUR JB**

Read through this checklist and pick one or more actions to pursue. (Bonus: Work your way through all of them!)

**IS A CLIMATE JOB**

**BENEFITS**
- Institute mandatory—or at least incentivize—climate action training as part of onboarding and employee education at all levels of the organization, especially for leadership.
- Provide employees with plant-rich snacks and meal options.

**OPERATIONS**
- Minimize greenhouse gas-intensive business travel for yourself, your team members, and your organization as a whole. Opt for virtual gatherings where possible. In place of air travel, choose lower-carbon travel options, such as trains, where time and other resources allow.

**RECRUITMENT AND PROFESSIONAL DEVELOPMENT**
- Incorporate climate and sustainability requirements and metrics into job descriptions. For employees, include them in objectives and key results, as well as performance reviews and bonuses.
- Work with your sustainability team (or a consultant) to develop or sponsor job training and educational programs that help local communities to build and strengthen the green workforce.

**WORKPLACE CULTURE**
- Bring in climate scientists, advocates, facilitators, youth climate activists, and other experts to spark conversation.
- Foster a work culture where employees feel comfortable and are able to bring up climate concerns to leadership and take on climate at work.

**FINANCE**
- Offer climate-friendly retirement plan options. (Better yet, make them the default.)
- Work with finance to evaluate whether 401(k)s, retirement plans, and other portfolios are invested in fossil fuels.
- Work with legal to navigate requirements under the Employee Retirement Income Security Act to ensure climate-safe retirement options have competitive financial returns.

**GOVERNMENT RELATIONS & PUBLIC POLICY**
- Give employees opportunities to participate in climate actions outside of normal PTO/leave.

**LEGAL**
- Find out whether your company’s insurers finance carbon-intensive projects. If so, create a policy that gives preference to divested insurance companies.

**MARKETING**
- Institute mandatory—or at least incentivize—climate action training as part of onboarding and employee education at all levels of the organization, especially for leadership.

**SALES & CLIENT-FACING ROLES**
- Bring in climate scientists, advocates, facilitators, youth climate activists, and other experts to spark conversation.

**DIALOGUE AND ACTION**
- Brainstorm action with colleagues on your team and beyond. Raise your collective concern at team and all-staff meetings.