

JOB OFFER

Project Officer (Climate & Energy) | Clean Energy for EU Islands



Climate Alliance

The Climate Alliance European Secretariat (Brussels Office) is seeking a:

Project officer (climate & energy) | Clean Energy for EU Islands

to join its highly motivated and multilingual Brussels team with the primary focus on activities related to the Clean Energy for EU Islands initiative.

Application deadline: 15 July 2018

CLIMATE ALLIANCE

For more than 25 years, Climate Alliance member municipalities have been acting in partnership with indigenous rainforest peoples for the benefit of the global climate. With some 1,700 members spread across 26 European countries, Climate Alliance is the world's largest city network dedicated to climate action and the only one to set tangible targets: each member city, town and district has committed itself to reducing greenhouse gas emissions by 10 percent every 5 years. Recognising the impact our lifestyles can have on the world's most vulnerable people and places, Climate Alliance pairs local action with global responsibility. The network fosters cooperation with indigenous peoples, runs awareness raising campaigns and develops tools for climate action planning. It provides ample opportunity for participation and exchange while representing member interests at the national, European and international levels. climatealliance.org

The 'CLEAN ENERGY FOR EU ISLANDS' INITIATIVE

Climate Alliance is responsible for the overall coordination of the **Clean Energy for EU Islands Secretariat**. The secretariat holds the mandate to build and strengthen the existing island community working with the green agenda on Islands. Main activities include providing advisory and administrative support to islands to foster their clean energy transition. The Secretariat reports to the European Commission Directorate-General for Energy and cooperates closely with the European Commission services as necessary. More on the [European Commission website](#)

TASKS



Climate Alliance is looking for a **climate and energy project officer** to join and assist the Clean Energy for EU Island team as well as support other Climate Alliance activities. The project officer will mainly work on the newly-established *Clean Energy for EU Islands* initiative and will primarily be involved in activities related to capacity building and technical support, as well as awareness raising and communication for insular local authorities.

His/her main tasks will be:

Clean Energy for EU Islands

- Lead the Climate Alliance's tasks related to capacity-building in the area of clean energy (e.g. clean energy technologies, energy planning and monitoring financing options for clean energy projects, and many others).
- Lead the development of the Clean Energy for EU Islands web portal concept and maintain the contact with the IT subcontractors.
- Lead the Climate Alliance's awareness-raising activities, such as high-level events and campaigns.
- Liaise with various stakeholders at all levels to support the implementation of the Clean Energy for EU Islands Secretariat (e.g. management task forces, thematic coalitions with relevant partners, group of practitioners and local experts etc.).
- Represent the Secretariat at policy conferences, high-level events and technical meetings.
- Contribute to best practice studies and analyses of different aspects of energy and climate planning in the context of islands.
- Contribute to the monitoring of the initiative implementation (e.g. aggregated statistics and performance indicators).
- Support the EU Islands Secretariat team in other management tasks related to the EU Islands Secretariat daily operation (e.g. team meetings, progress reporting).
- Support, whenever needed, with any other tasks of the project coordination team.

Climate Alliance

- Assist the Climate Alliance team in any other daily activities of the association (communication, policy work, project development, project management, thematic working group coordination).

SELECTION CRITERIA

ESSENTIAL

Educational background & professional experience:



- A Master's degree in a relevant field (e.g. energy, climate change, urban planning, engineering). Applicants with interdisciplinary educational background are encouraged to apply.
- Minimum of 3 years of relevant work experience, preferably in organisations working with/for local authorities.

Technical skills & knowledge:

- Good understanding of insular local authorities' challenges in the areas of climate and energy.
- Solid knowledge and interest in energy and climate planning at local level, and of local authorities' decision making processes.
- Solid knowledge and interest in the field of energy transition, clean energy technologies and renewable energy sources.
- Good knowledge of EU policy in the field of climate and energy.
- General knowledge of EU funding/financing in the area of climate and energy.

Personal skills & knowledge:

- System and out-of-the-box thinker.
- Dynamic and pro-active, quick-starter, able to work independently as well as part of a team.
- Excellent communication skills with ability to explain technical concepts to lay audiences. Excellent organisational skills, high attention to details and ability to multitask.
- Fluency in spoken and written English.

ADVANTAGEOUS

- Proficiency/very good command in other EU languages – with a preference for Italian, Spanish, Greek, German, Dutch and/or French.
- Experience working in an international environment, particularly working across different cultures and languages, and able to work with a high level of initiative and autonomy when required.
- Experience in event and meeting organisation.
- Experience with website development and content management systems.
- At least 1 year practical experience in energy and climate projects in island contexts.

TERMS

Contract

The contract will be made between the individual and Climate Alliance under the Belgian law. The corresponding assignment is based on a 2-year full-time contract (with a possibility to be extended / converted into a permanent position) **starting**



Climate Alliance

as soon as possible. Climate Alliance offers a benefits package (incl. paid leave/ 'pécule de vacances' and lunch vouchers) and a positive working environment.

Location

Climate Alliance Brussels Office, Rue d'Arlon 63-67, 1040 Brussels, Belgium

Application

Applicants must have the legal right to be employed in Belgium.

To apply, please send (in English):

- motivation letter (1 page)
- your CV (2 pages maximum), including at least two reference names

to: brussels@climatealliance.org

Closing date for applications: 15 July 2018.

Only shortlisted candidates will be contacted.

The position will be filled as soon as a suitable candidate is found.

CONTACT

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