

Job Opportunity in Bonn, Germany

Join ICLEI – Local Governments for Sustainability



Application Deadline: 5 May 2019

ICLEI – Local Governments for Sustainability is a global network of more than 1,750 local and regional governments committed to sustainable urban development. Active in 100+ countries, we influence sustainability policy and drive local action for low emission, nature-based, equitable, resilient and circular development. Our Members and team of experts work together through peer exchange, partnerships and capacity building to create systemic change for urban sustainability.

This call is framed by the low emission development pathway, which curbs climate change, creates new economic opportunities and improves the health of human and natural systems.

ICLEI's Low Emission Development Pathway and climate work is defined by and implemented through the Bonn Center for Local Climate Action and Reporting (carbon*n*® Center), working with all ICLEI Offices. It focuses on 5 main action areas, namely providing: (i) global processes, platforms and tools, (ii) policy and technical support, (iii) networking and peer exchange, (iv) access to climate finance, and (v) support for climate advocacy.

We seek a highly motivated, pro-active and experienced candidate for the position of:

Senior Officer, Renewable Energy

The position is attractive for experienced professionals interested in a dynamic working environment, working in a dedicated team. The successful candidate will be a part of the international ICLEI World Secretariat team based in Bonn, Germany.

Responsibilities include:

- Coordinate ICLEI's Global 100% RE Cities and Regions Network, mobilizing further commitments, promoting the network in relevant forums, and raising funds for work plan implementation, in conjunction with other partners.
- As project coordinator, manage and lead on the thematic component of the new 100% Renewable Energy project. This is ICLEI's flagship energy project and requires working closely with the Global Projects team, partners and three ICLEI offices involved in the project. Further, it will require engagement with the donor on thematic issues, to support the Director of the carbon*n* Center in strategic deliberations on the topic of RE and the local contribution to the Nationally Determined Contributions (NDCs).
- Specific tasks include (i) dealing with project thematic coordination and reporting, closely liaising with the project manager and administration team, as well as project partners, (ii) tracking progress of deliverables, and (iii) lead on refining and implementing the project work plan, which includes developing a technical assistance program for local governments in Argentina, Indonesia and Kenya.

- Coordinate other relevant projects, and ensure that exchange and sharing takes place between the 100% RE projects / network and other relevant projects such as Urban-LEDS II, also managed by the ICLEI World Secretariat.
- Contribute to the further development, through projects, of the platforms and processes managed by the ICLEI World Secretariat, including the Solutions Gateway, the GreenClimateCities process and its methodology used to guide and track progress of participating local and regional governments, working closely with ICLEI offices to enhance their RE policy and technical support of local and regional governments;
- Support the implementation and outreach of ICLEI's Transformative Actions Program (TAP), in particular as it relates to helping RE projects access finance for local implementation.
- Engage in virtual and in-person capacity building activities on RE for local, regional and national governments, in close coordination with ICLEI's team of trainers.
- Engage in the further development and promotion of ICLEI's Low Emission Development pathway.
- Engage in business development, including project acquisition (relevant to energy) and management of projects and initiatives.
- Generally support communication activities of the team and the carbon Center.
- Business travel.

Requirements:

- Master's degree (or equivalent) in Energy, Environment, Climate Change, Urban Studies, Sustainable Development, and/or a related field.
- 5-8 years of work experience in a related field. Experience working with an international organization is an advantage.
- High interest and enthusiasm for cities and urban areas, local government, good governance, climate change and sustainable urban development.
- Excellent command of English (fluency in written and spoken English), proficiency in other languages such as French, German, Spanish, and/or Portuguese is an asset.
- Strong writing and editing skills in English. Further reading & writing skills in additional languages would be an asset.
- Strong skills in project coordination, the management of complex multicultural groups working together as a team on a project, reporting, research, and communication.
- Proficiency in office software and internet applications.

Terms and conditions:

- The position will be available as of 15 May 2019 at the ICLEI World Secretariat in Bonn, Germany.
- Two year contract with a possibility of extension.
- Three month probation period.
- The employment contract will be subject to German law.
- Salary: 41694 – 48718 Euros (full time) before tax and social insurance fees, with the final salary to be determined based on the chosen applicant's skills, experience and position.
- Working hours: 40 per week (full time).

- Paid leave: 30 days per year (full time).
- Working language: English.
- Due to legal requirements, applicants must be eligible to obtain the appropriate work permit for Germany prior to the start of the position.

Application:

By email to careers.bonn at iclei.org Please include “Senior Officer Renewable Energy” in the subject line and send us:

- Letter of motivation, recent CV (max 3 pages), employment certificates, all this merged into one pdf. of up to 5 MB size
- indication of citizenship; if non-EU, whether applicant is holder of a work permit for Germany
- Indication of possible start date
- indication of citizenship, if Non-EU, whether you are holder of a work permit for Germany
- For data protection information read our disclaimer and privacy policy on our website

Equal Opportunity and Employment Policy

ICLEI World Secretariat’s hiring policy is geared to ensure that the organization hires employees without regard to their race, color, religion, national origin, citizenship, age, sex, marital status, socio-economic background or sexual orientation. ICLEI’s policy is that applicants for employment and career progression are considered solely on the basis of their relevant qualifications and competencies.

Please note that applications received after the deadline cannot be considered.

In order to support the evaluation via interview, shortlisted candidates might be required to undergo a written test relevant to the job content prior to the interview.

Kindly note, that applications are reviewed continuously upon arrival, therefore submitting your application as soon as possible is advisable.

The ICLEI World Secretariat shall only contact those applicants shortlisted for this position.

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ICLEI e.V.
World Secretariat
Careers
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