



## Job title: Senior Officer - Sustainable energy and infrastructure

**Start date: 01 August 2022**

**Duration: 2 years (with a view to extending)**

**Location: Freiburg, Germany**

**Deadline for application: 14 June 2022**

### ICLEI European Secretariat

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The European Secretariat of ICLEI – Local Governments for Sustainability offers an opportunity to join the leading global network working with 2,500 cities, towns and regions committed to building a sustainable future: ICLEI, European Secretariat, based in Freiburg, Germany provides its members with a voice on the European and international stage, a platform to connect with peers, and tools to drive positive environmental, economic and social change. ICLEI's member cities drive innovation by pioneering the development and application of new processes, instruments, methods and tools for local sustainability and promote integrated and cyclical management and governance of all sustainability related policy areas. Through our collective efforts, we impact more than 25 percent of the global urban population. We are a growing organisation that offers exciting opportunities, with a competitive salary, staff appreciation days and recognises the effort and achievement of all its employees.

The position of an **Senior Officer 'Sustainable energy and infrastructure'** supports local governments throughout Europe in assessing, facilitating and implementing innovative projects related to integrated urban and regional development and built infrastructures with an emphasis on the field of energy systems, energy efficiency and renewable energy in general and electricity and thermal networks in particular. He/she will do this both in the framework of larger projects and consultancy services offered by ICLEI.

The position will also include further tasks, especially associated to project and service acquisition, supervised by and in close cooperation with the line-manager/Deputy Regional Director (DRD). The officer will proactively support the project development, the representative capacity towards European institutions and governmental structures and institutions of all levels and thereby increase visibility and (economic) opportunities in the before-mentioned topical areas.

The position will financially be based on projects and services.

### Tasks and responsibilities:

- Preparation, management and implementation of projects in European and – if necessary - non-European countries, in particular related to 'interoperability' and the transformation of infrastructure systems (incl. technological and green infrastructures) and energy services in the urban and rural built environment, under supervision of the line manager/DRD.
- Analysis and targeted advice on sustainable energy infrastructures in correspondence with urban and regional planning and the need of an integrated energy system (sector coupling) following climate neutrality and just transition aspirations.
- Analysis and applying knowledge of infrastructure related methodologies, plans and project development and their standards, business models, financing schemes and stakeholder partnerships.



- Analysis of the energy and environmental footprint as well as social co-benefits of energy infrastructure (e.g. for a district or an energy community etc.). Identification as well as formulation of recommendations for sustainable energy policies for the European and local government levels, in particular related to coal and carbon-intensive regions in transition.
- Further development, promotion and implementation of strategic planning frameworks and tools (such as the ICLEI Climate Neutrality framework or THERMOS etc.) supporting sustainable urban development, management and planning with a view to local climate change action (mitigation and adaptation), energy and other resources (at different scales and sectors).
- Ability to assess and foster cooperation and interlinkages between industrial and other urban areas (e.g. residential districts).
- Development of guidelines and handbooks for the transferability and exploitation of infrastructure solutions related to energy efficiency and renewable energy, business and partnership models and standardization frameworks.
- Work-planning and process ownership in assigned projects and services including communication with partners and funders.
- Preparation, conduction and facilitation of training and capacity building workshops and facilitation of stakeholder dialogues related to the topical area, in particular the coal transition.
- Acquisition of projects and service contracts based on current work in coordination with Line-Manager/DRD.

### **Skills and qualifications:**

#### Essential:

- Professional experience: Advanced understanding of and practical experience with the planning, implementation and transformation of energy infrastructure (including climate mitigation and adaptation aspects, energy efficiency and renewable energy technologies, sector coupling, repurposing, smart grids etc.). At least five years in a similar position.
- Education: Academic degree in a relevant field (electric, energy, environmental, industrial engineering, etc.)
- Organisational skills: Proven skills in management and implementation of projects and/or (consulting) services, high communicative competence (orally and in writing), strong writing, presentation and illustrating skills, team player, pro-active working style, ability to work self-organised within a complex working environment, confidence in communicating with partners from different backgrounds and cultures.
- Experience in developing and implementing training and capacity development activities (particularly for and with public authorities and energy stakeholders).
- Languages: Excellent command of English and at least one further European language (orally, read and in writing).
- Computing: Practical knowledge and advanced skills in MS Office, especially MS Excel or similar tools.

#### Desirable:

- Knowledge on infrastructure related finance and standardization processes with the purpose of comparability, replicability and scalability.
- Experience related to the use of EU funding instruments (Structural Funds, ELENA, etc.).
- Knowledge on public-private partnership constellations for infrastructure investments.
- Digital infrastructure and data management related to infrastructure and built environment.
- Experience in assessing, monitoring and reporting on Sustainable Energy and Climate Action Plans.
- Solid knowledge and understanding of EU policy related to the position.
- Understanding of and practical experience with local governments.
- Expertise in urban and regional development planning processes will be an advantage.
- Excellent command in an Eastern European language (orally, read and in writing).



### Conditions:

- Limited contract, duration 24 months (from 1 August 2022 – 30 July 2024), extension intended.
- Corridor contract 80-100% of a full time position with a gross salary according to 'Senior Officer' in ICLEI's salary grid (indicative: € 52.800 to € 55,200 per annum for 100%).
- Place of work: ICLEI European Secretariat, Freiburg, Germany.
- Workings hours: 40 h/week, six weeks of paid leave per annum.
- Working language: English.
- Readiness for frequent travel.
- Applicants must – due to legal reasons – hold EU citizenship or valid EU residence permit and a valid German work permit. Applications not meeting these conditions can unfortunately not be considered.

**Deadline for application: 14 June 2022**

**Please apply in writing, including a CV and letter of motivation to:**  
[jobs.europe@iclei.org](mailto:jobs.europe@iclei.org)

Be aware that applications are reviewed continuously upon arrival; therefore application as soon as possible is advisable.

For more information about ICLEI visit:  
[www.iclei-europe.org](http://www.iclei-europe.org)

### **ICLEI Europe's Equal Opportunity and Employment Policy**

ICLEI Europe's hiring policy is geared to ensure that the organisation hires employees without regard to their race, colour, 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 qualifications and competencies.

