Senior Expert: Resilience and Climate Adaptation

Start date: 01 September 2023
Duration: Until 30 July 2025
Deadline for application: 07 July 2023

Do you want to contribute to making our cities better places to live?

The European Secretariat of ICLEI - Local Governments for Sustainability offers an opportunity to join the leading global network of more than 2,500 local and regional governments committed to building a sustainable future. Active in 100+ countries, we influence sustainability policy and drive local action for low emission, nature-based, equitable, resilient and circular development and promote integrated and cyclical management and governance of all sustainability related policy areas. 24 offices serve our members. The European Secretariat is based in Freiburg, Germany with satellite offices in Berlin, Germany and Brussels, Belgium.

ICLEI member cities make sustainability an integral part of urban development and create systemic change in urban areas through practical, integrated solutions and drive innovation by pioneering the development and application of new processes, instruments, methods and tools for local sustainability.

As a growing organisation, we offer exciting opportunities, with a competitive salary, staff appreciation days and recognise the effort and achievement of all its employees. We offer a friendly work environment where teamwork plays a strong role, flexible working hours, international travel and training opportunities as well as a supportive approach to professional development. ICLEI is committed to providing an inclusive and supportive working environment and is a family friendly certified organisation with equal opportunities. We also strive to provide a good work-life balance.

The position of a Senior Expert, Resilience and Climate Adaptation requires a background in urban or regional planning, climate change adaptation and resilient development, civil engineering with focus on disaster risk reduction, urban management and international development and/or water management. The selected will be responsible for ICLEI Europe's activities in implementing, researching for and creating synergies across European projects on climate change adaptation and resilience, disaster risk reduction (with special focus on flooding and heat stress), nature-based solutions (NBS), blue-green infrastructure, and integrated urban water management, organising online and face-to-face events and exchanges amongst local governments and relevant technical experts in the field of urban resilience and climate adaptation.

The Senior Expert will be a staff member of ICLEI Europe's team on Resilience and Climate Adaptation. The selected Senior Expert will be supervised by and report to the responsible Head of the team.
Tasks and responsibilities:

- Proactive involvement in the development and implementation of project tasks and workflows of the team and together with external partners, cities and funders;
- Fluent and adequate written and oral internal and external communication with (project) partners and funders to ensure a smooth workflow on the operational side whilst promoting and demonstrating the value of resilience, climate adaptation and disaster risk reduction and its dimensions on the strategic side;
- Leading in project and service implementation especially in processes supporting local and regional governments to plan and realise resilience planning and implementation on the ground as well as general administrative tasks;
- Development of agendas for and facilitating project-related meetings and other events convening stakeholders from a wide range of organisations;
- Development of formats of exchange, evaluation, peer-learning and capacity-building among cities (e.g. for the Making Cities Resilient 2030 initiative) and design and facilitation of creative workshops and events that encourage participants to interact, learn and network;
- Engage in ICLEI Europe’s advocacy work on climate change adaptation and nature-based solutions at European and global level with an additional focus on the Mission for Adaptation to Climate Change and Societal Transformation as well as the EU Green Deal;
- Development, promotion and application of ICLEI services and products supporting the resilient and nature-based solutions development pathways;
- Involvement in acquisition of future projects and writing of project proposals.

Skills and qualifications:

- Education: Academic degree in urban/regional planning or management, climate change, civil engineering, architecture, environmental management, disaster risk reduction, urban management and infrastructures or relevant field;
- Sound understanding of local/ regional governments; as well as related urban policy processes;

Professional experience - mandatory:
- At least 10 years of work experience in urban resilience and climate adaptation, and/or education related to ecosystem-based adaptation and resilience, environmental (nature-positive) economics or sustainable (urban) development;
- Advanced understanding of and practical experience in the topical area of disaster risk reduction, climate adaptation and resilience as well as relevant tools/ methodologies and opportunities/ challenges;
- Solid understanding of (multi)-risk assessment methodologies and processes, adaptation/resilience planning at city and regional level;
- Experience in project management, organisation and logistical support, communication, and teamwork.

Professional experience - desired:
- Experience in working in or with local/ regional governments;
- Experience in developing and implementing training and capacity development activities (particularly for and with local/ regional governments);
- Experience with Horizon Europe projects, processes and reporting;
- Experience related to the use of EU funding instruments (Horizon Europe, structural Funds, etc.) and means of financing climate and adaptation action on the ground;
• Experiences in advocacy and policy processes, if possible in European or international contexts;
• Languages: Excellent command of English (speaking, reading and writing) and at least one additional European language i.e. German or French;
• Personality: Proactive, dynamic and entrepreneurial approach to work including creativity and interest in project and service development. Motivated team-player with precision and ability to be self-organised within an international team and to work efficiently under time pressure;
• Communication: Excellent communication and interpersonal skills (orally and in writing), Confidence and tactfulness in communicating with partners from different backgrounds and cultures. First experience in facilitating meetings, including online meetings;
• IT: Confident user of online meeting software and tools, all Microsoft Office applications, e-mail, www research, social media; familiar with online content management programmes (e.g. WordPress). Experience with Adobe InDesign, Illustrator or other graphic design software is desired.

Conditions:

• Initially limited contract, duration from August 2023 until July 2025 with extension intended;
• Corridor contract 80-100% with a gross salary according to ICLEI Europe’s salary grid (indicative: EUR €54,000 - €56,400 per annum for 100%). Foreseen to start at 80-100% of full-time position;
• Place of work: ICLEI European Secretariat, Freiburg, Germany;
• Workings hours: 40 h/week for 100% of full position, 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: 07 July 2023

Please apply in writing, including a CV and letter of motivation to:
jobs.europe@iclei.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 based on their qualifications and competencies.