Climate Action Network Europe (CAN Europe), recognised as Europe's leading network working on climate and energy issues, is currently seeking a highly motivated, dynamic and results-driven EU Buildings Policy Coordinator to join our team in Brussels.

The successful candidate will work on several topics related to EU buildings policies, including the coordination of NGO engagement on the revision of the Energy Performance of Buildings Directive (EPBD) and the Renovation Wave, as well as related legislative initiatives relevant to the improvement of the energy performance and the decarbonisation of EU buildings. She or he will thereby closely work together with other policy coordinators in the CAN Europe team, and with experts in the broad CAN Network all over Europe.

**Required qualifications**

- Minimum 3 years of relevant professional experience;
- Working knowledge of EU institutions and processes as well as expertise on the EU building policy development;
- Familiarity with broader climate, renewable energy and energy efficiency policies at the EU and national level;
- Experience of working with NGOs, preferably in a network environment;
- Experience in advocacy work;
- Excellent interpersonal and team-working skills, time management, flexibility, and reliability;
- Ability to produce results according to schedules and respecting deadlines;
- Fluent written and spoken English; excellent communication skills;
- Ability to work on multiple issues in parallel.

**Preferred/desirable qualifications**

- Experience with EU circular economy policy development;
- Experience in fundraising and reporting would be an asset;
- Experience in writing policy briefings, research papers, reports.

**Main duties will include**

- Undertake and support advocacy and outreach activities related to EU buildings policy development and related legislative initiatives, in particular those relevant to the improvement of the energy performance and the decarbonisation of European buildings, such as the EPBD;
- Plan advocacy opportunities and together with NGOs in our network and community develop an advocacy strategy as well as a network position on priorities for the decarbonisation of buildings, increasing renovations and moving to a fully renewable based heat supply;
Monitor the implementation of existing policies on buildings;
- Represent our network and carry out advocacy work;
- Engage with relevant stakeholders working on issues relevant to buildings policies such as research institutes, think tanks, the private sector and local authorities and actors;
- Contribute to fundraising efforts related to relevant policy dossiers.

This position is based in Brussels at the CAN Europe Secretariat, which houses our team of almost 50 staff members, located at Mundo-B, the sustainable NGO office space near the St. Boniface neighbourhood of Brussels.

This full time or 4/5 position is based on a Belgian open-ended contract. Please note that the title of Coordinator refers to CAN Europe's role as coordinator of our 170+ members network and not to internal management responsibilities. Remuneration for the job will be between 3300 and 4250 Euro gross/month (Full time equivalent) depending on the years of relevant experience (from 0 to 20 years) and subject to Belgian taxes. Extra benefits include lunch vouchers (7EUR/day), culture & eco vouchers (30EUR/month), phone compensation (39EUR) & full reimbursement of local transport costs.

To apply, please send a letter of motivation and CV in English to jobs@caneurope.org with “Buildings Policy Coordinator” as subject line.

The letter of motivation should clearly demonstrate why you want the job, stating why you wish to work for a climate NGO and how your skills and experience are relevant to the job requirements detailed above

Closing date for applications: Friday 18 March at midnight (CET)
First round of interviews preferably between 21 and 25 March (online)
Second round of interviews preferably between 28 March and 1 April
Expected start date: as soon as possible thereafter

Contact
Inquiries to:
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