



## Climate Action Network Europe is looking for a full-time Climate and Energy Project Officer

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 **Climate and Energy Project Officer (full time or 4 days a week)** to join our team in Brussels. This junior position offers a great opportunity to be at the center of the largest movement for global change that will affect people and the planet for centuries to come.

The successful candidate will support the work on energy and climate related national plans with the overall objective of mobilizing pressure on EU institutions and governments to raise the level of ambition and action in the coming two and a half decades. The candidate will thereby engage with his colleagues in the CAN Europe team, and member organisations across Europe.

### Required qualifications

- Strong motivation to work in a civil society organization in the fight against the climate crisis;
- Preferably 2 years relevant professional experience;
- Knowledge of EU policy processes in general;
- Experience of working within an NGOs network;
- Experience in advocacy work (towards EU policy-makers) and outreach to different stakeholders (NGOs, institutions, friendly business associations, consumer organisations, city networks);
- Excellent interpersonal and team-working skills, time management, flexibility, autonomy and reliability;
- Ability to produce results according to schedule and respecting deadlines;
- Fluent written and spoken English, excellent communication skills, other EU languages would be an asset;
- Ability to work on multiple issues in parallel.

### Preferred/desirable qualifications

- Knowledge in most recent developments regarding National Energy & Climate Plans;
- Stakeholder contacts and network.
- Experience or ability to provide administrative support for fundraising and reporting activities;

### Main duties will include

- Support the team that focuses on National Energy and Climate Plans (NECPs) in processing, monitoring and dissemination of advocacy tools and communication materials through drafting briefings, letters, position papers, reports, blogs, other media products.
- Assist the coordination of network positions and joint activities ensuring regular exchange with active members and other partners through meetings, conferences and drafting dissemination materials.
- Support the coordination of work with CAN Europe's national members in terms of advocacy outreach, information exchange, etc.

This position is preferably based in Brussels but it is also open to applicants from the European Union or already in possession of a residence permit and a work permit. We are not considering sponsoring visas this time.

Remuneration is based on our Belgian salary grid and adapted to the cost of living on location.

If the position would be based in our headquarters in Brussels, a Belgian open-ended contract will be provided with a projected salary between 3.370,00 € to 3640,0EUR gross/month depending on the years of relevant experience (from 0 to 5 years) and subject to Belgian taxes. In other cases, a consultancy or employment contract depending on the possibilities.

We are an open and inclusive, multicultural, multilingual and multi-ethnic team. We explicitly encourage all candidates to submit their application, regardless of their age, ancestry, colour, disability, ethnicity, family or marital status, gender identity or expression, national origin, political affiliation, race, religion, sex or sexual orientation.

**To apply, please send your CV and a 1 page letter of motivation to [jobs@caneurope.org](mailto:jobs@caneurope.org) with “Climate and Energy Project Officer” as subject line.**

Closing date for internal applications: **Sunday 5 March 2023**

First round of interviews preferably **on the 9 and 10 March 2023**

Second round of interviews preferably **on the 16 and 17 March 2023**

Expected start date: **April 2023**

#### **Contact**

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