



Job description

Position/Title	Renewable Energy Policy Coordinator
Goal of Position	Inform, monitor and coordinate with members of CAN Europe on renewable energy policy issues with a focus on solar and wind energy acceleration where relevant
Main Functions & Responsibilities	<p>Policy & Advocacy:</p> <ul style="list-style-type: none"> ▪ Support member organisations and become the interface between members and the European Institutions on the renewable energy relevant legislative and non-legislative initiatives with a focus on the implementation of the Renewable Energy Directive (RED III) ▪ Gather intelligence on and follow up of policy developments in the field of renewable energy (focusing on overall ambition and solar and wind acceleration) in the EU, EU Member States, and other European countries; ▪ Support advocacy and outreach, where relevant, on specific climate and energy issues, including on the implementation of the Renewable Energy Directive, National Energy and Climate Plans and Together for 100% Renewable Europe campaign; ▪ Prepare briefings, position papers, and factsheets as needed; ▪ Organise and join advocacy meetings with policy makers and other stakeholders at the EU level; ▪ Coordinate research work. <p>Coordination & Strategy Development :</p> <ul style="list-style-type: none"> ▪ Support in the coordination of CAN Europe members; ▪ Produce regular updates for the network and for CAN Europe communications channels; ▪ Engage in support for advocacy work on CAN Europe’s broader political strategy as required; ▪ Contribute to developing strategies for a fast, sustainable, and fair renewable energy deployment to achieve a 100% renewable energy system for a climate neutral Europe; ▪ Co-convene the Renewables Working Group of CAN Europe together with the Senior Renewable Energy Campaign Coordinator; ▪ Contribute to the work of other secretariat colleagues on renewable energy (including the work on National Energy and Climate Plans) as needed; ▪ Engage and input in broader CAN Europe political strategy, when required.

	<p>Representation and external communication:</p> <ul style="list-style-type: none"> ▪ Ensure that our activities are noted in traditional and social media. This includes, in coordination with the CAN Europe’s communications Coordinator, pitching stories to the media, answering enquiries from journalists as well as providing expert support in producing content for social media. ▪ Represent CAN Europe in external forums, including conferences, and workshops <p>Fundraising and reporting :</p> <ul style="list-style-type: none"> ▪ Contribute to fundraising efforts related to renewable energy; ▪ Regularly report on activities through the CAN Europe reporting system and for individual projects and grants as required; ▪ Provide input to other fundraising and reporting activities as required. <p>Input to internal affairs:</p> <ul style="list-style-type: none"> ▪ Participate in team-wide processes and matters relevant to the organisation as a whole as required; ▪ Support the preparation and implementation of joint events and network efforts such as the General Assemblies as required; ▪ Serve as back-up for specific policy issues in cases of longer absence of other policy colleagues (on the basis of arrangements with the Director and other policy colleagues).
Supervisory responsibilities	Support interns, as appropriate
Line management	This position is line managed by the Senior Renewable Energy Campaign Coordinator
Time requirements	Full-time or 4/5 Indication on split between areas and responsibilities below
% of Time	Main responsibilities
20	Policy & Advocacy
40	Coordination & Strategy Development
20	Representation & External communication
10	Fundraising and reporting
10	Internal affairs
100	TOTAL