

# Project Manager Climate Action Tracker (R-2501) (d/f/m)

**Start date:** As soon as possible. Full time – 40 hours per week.

**Location:** Cologne (preferred) or Berlin

**Application deadline:** until position is filled

## NewClimate Institute

NewClimate Institute focuses on climate mitigation by supporting climate action research and implementation around the world. We are a dynamic and diverse multidisciplinary team of political scientists, event managers, engineers, communication experts, business administrators, writers, natural scientists, data nerds, and much more – what unites us is the will to tackle the climate crisis. Through our policy-oriented research and capacity building we help national governments, international organisations, NGOs and other actors to develop and implement solutions to the global climate change challenge. NewClimate Institute's key motivation is to maximise impact, in a creative and fun working environment with a positive team spirit built on openness, trust, and inclusiveness.

## The position

NewClimate Institute is seeking an experienced climate policy analyst to strengthen the team in the area of national mitigation targets, policies and actions. As part of this position, you are responsible for managing the Climate Action Tracker project together with other colleagues. This includes tasks such as coordination and planning, budgets, staffing and content development of the Climate Action Tracker. You are also conducting quantitative and qualitative analysis, leading and contributing to research reports.

You become a core member of the country action tracking team that evaluates progress of countries towards global and national goals under the Paris Agreement, that implements projects such as the Climate Change Performance Index, the Climate Action Tracker or evaluating national climate policies for the European Commission.

This position comes with a competitive package of salary and other benefits, including 30 days of paid holiday, a public transport pass ("Deutschlandticket"), and support for a private pension scheme. The general German benefits scheme includes health insurance and social security. In certain cases, NewClimate Institute can also provide administrative support for visa applications for non-EU nationals.

## Candidate profile

You should be highly motivated with a strong interest and expertise in the field of climate change policy, sustainable development and sector transformation.

We are looking for somebody who is:

- Motivated to work for a forward thinking, evolving, non-profit organisation in a dynamic, impact-oriented team.

- Interested to be part of a multi-disciplinary, international team.
- Able to quantitatively and qualitatively analyse complex problems, to develop and apply advanced methods, and communicate findings to a range of different audiences.
- Thorough, solution seeking and scientific in their way of working.
- Self-sufficient and independent, but also a good team player.
- Eager to learn.

Requirements are:

- Master level university degree or equivalent in a related field (e.g. climate policy, engineering, energy systems, political economy, environmental sciences, physics).
- 6-8 years of work experience in the field of climate or energy policy.
- Experience managing projects and teams, with a high degree of cultural sensitivity.
- In-depth knowledge and understanding of key aspects of climate change and energy policy at the international and national levels.
- Familiarity with national emissions inventories, energy data, greenhouse gas projections and the UNFCCC process.
- Aptitude for quantitative analysis and proficient knowledge of tools and techniques for working with data.
- Confidence engaging with different stakeholders on climate change issues (e.g. governments, business, and civil society).
- Excellent report writing, communication and presentation skills; ability to express ideas succinctly both verbally and in writing.
- Fully proficient in English (spoken and written). Other languages are of advantage.

NewClimate Institute draws strength from its diverse team. We welcome applications regardless of a candidate's ethnic and social origin, religion, sex, sexual orientation, gender identity, national origin, disability, care responsibilities or age. We particularly encourage applicants from the Global South.

## Application procedure

If you are interested, we look forward to receiving your CV along with a short cover letter, university transcripts and other references or recommendation letters as available. Please do not include a photograph in your application. Please send the application via email to: [recruitment@newclimate.org](mailto:recruitment@newclimate.org). Please include the reference number "R-2501" in the email subject and make sure to send all relevant information and files in a single pdf-document with a maximum size of 10 MB.