

Position Title	Senior Adviser - International Climate Policy
Business Unit	Advocacy
Manager	General Manager Advocacy
Direct Reports	N/A
Location	Brussels, Belgium
Role type	1.0 FTE; 3-year fixed term contract
Significant relationships	<p>Liaise and engage with:</p> <ul style="list-style-type: none"> ■ Members, clients and strategic partners to position CCS as an integral part of a low emission future ■ Advocacy team to execute advocacy strategy and deliver key messages

Position purpose

The Senior Adviser - International Climate Policy is the Institute's expert on the institutions and processes that shape and determine the global approach to climate change issues, objectives, technologies and solutions. Key among these are the United Nations Framework Convention on Climate Change (UNFCCC) and its subsidiary bodies and the Intergovernmental Panel on Climate Change (IPCC). The Senior Adviser will be the recognised face and voice of CCS in climate policy circles, holding, developing and using networks and individual contacts at a very senior level in relevant institutions, national government delegations, associations, and NGOs. This role is the Institute lead for providing advice on and facilitating the development of fit-for-purpose advocacy efforts and initiatives within the UNFCCC and the IPCC in particular.

Key responsibilities

- Actively contribute to the development of the Institute's climate policy options, especially by bringing expert understanding of the UNFCCC and IPCC processes, opportunities and limitations as well as sensitivities and messaging nuances.
- Contribute to the development and lead the execution of strategies and tactics to increase the support for CCS in international climate change policy discussions and negotiations
- Engage with senior and influential individuals in the international climate policy community, including media, to promote the credentials of CCS and the need for supportive settings for its deployment
- Network with members with an interest/expertise in climate change policy and negotiation to ensure that their knowledge is leveraged and to ensure they are informed of Institute objectives, activities, and achievements.
- Other duties as required

Skills and experience

Essential

- Demonstrated expert working knowledge of the processes and operations of the UNFCCC and the IPCC as well as the economic implications of international climate change mechanisms (including carbon markets) on the broad-based commercial deployment of CCS
- Demonstrated experience in developing advanced policy options to address the deployment of clean energy technologies, preferably including CCS.

- Demonstrated superior advocacy and influencing skills, ideally including an existing network of senior office holders, influencers and opinion formers in the global clean energy and climate change arena.
- Relevant qualifications
- Proficiency in English

Desirable

- Proficiency in a second European language
- Experience working in a global organisation with a matrix structure

Values

Our Values define our culture and guide us internally in our day-to-day work. Each Value is supported by examples of positive and negative behaviours. These are examples only and not an exhaustive list of supporting behaviours.

<p>Quality - We strive for excellence in all that we do. For our Members and clients, we are a trusted, knowledgeable and responsive partner known for exceptional advice and service delivery.</p>	
<p>Positive behaviour examples</p> <ul style="list-style-type: none"> — Achieves high standards — Improves the way things are done — Work is accurate and timely — ‘Gets under the skin’ of issues and seeks ways to add value — Uses systems effectively e.g. CRM — Allocates resources appropriately towards achievement of the Institute’s objectives — Shows awareness of task interdependencies and monitors tasks to ensure optimal results 	<p>Negative behaviour examples</p> <ul style="list-style-type: none"> — Misses deadlines — Produces limited or poor quality work output — Work includes inaccuracies or errors — Unresponsive to requests or responses not timely — Provides only what is asked for, without considering requests within broader context — Uninterested in needs of others or improving service performance — Focuses on tasks in isolation, at the expense of other work
<p>Collaboration - We work cooperatively with colleagues, clients and Members. Our teamwork goes beyond organisational and geographic boundaries to achieve exceptional results.</p>	
<p>Positive behaviour examples</p> <ul style="list-style-type: none"> — Proactively and genuinely collaborates with others as a normal way of working — Actively engages with others on their input — Considers a range of perspectives before reaching a conclusion — Approachable and shares information willingly — Actively participates in discussions and is appropriately assertive and sensitive in expressing own opinion — Communicates effectively via appropriate channels — Communicates appropriately for the audience and situation 	<p>Negative behaviour examples</p> <ul style="list-style-type: none"> — Works in isolation, in silos or competitively — Unwilling to collaborate or share information — Limited or no communication to manage expectations — Solicits input late, after a decision has been made or not at all — Feels threatened by those with greater or different knowledge or experience — Undervalues expertise of others — Communication is not tailored to the audience — Unable to convey complex information simply — Communication is ineffective or culturally inappropriate
<p>Integrity - We hold ourselves and each other to the highest standards in all we do and say. Our actions and communications are Member and client-responsive, socially, environmentally and economically responsible, ethical and respectful of diversity.</p>	
<p>Positive behaviour examples</p> <ul style="list-style-type: none"> — Complies with Institute policies and procedures — Is honest and ethical — Respects backgrounds and expertise of others — Treats people fairly, equitably and respectfully — Leads by example – ‘walks the talk’ — Conveys difficult messages effectively and appropriately 	<p>Negative behaviour examples</p> <ul style="list-style-type: none"> — Takes risks without understanding or considering the impact — Blames or makes others responsible for a problem they should deal with themselves — Operates in a political and self-serving manner — Sees cost management as someone else’s responsibility — Avoids tough conversations — Tackles sensitive issues in a public forum where others can overhear — Spreads gossip and speaks unkindly about others