

ENERGY COMMUNITY SECRETARIAT PROFESSIONAL POSITION

Vienna, Austria

The Energy Community Secretariat is an institution set up under the Treaty establishing the Energy Community (the "Treaty"). The Energy Community is an International Organization with its seat in Vienna. The Secretariat has overall monitoring, coordinating and administrative functions in regard with the implementation of the Treaty by the Parties to the Treaty.

Based on the ongoing Energy Community Work Program, the Secretariat looks for a professional who is interested in an engagement opportunity at a position of

Climate and Just Transition Expert

(ref.:ECS/09/2022)

Interested in an international employment opportunity and committed to the core values of our institution:

Professionalism – Integrity – Cultural Sensitivity

Under the supervision of the Head of European Green Deal Unit, **the Climate and Just Transition Expert** has the following **main responsibilities**:

- Contribute to the low-carbon transition of the Energy Community by the implementation and further development of **the Energy Community Decarbonisation Roadmap**.
- Coordinate the Energy and Climate Technical Working Group of the Energy Community and thus contribute to the work of **the Energy and Climate Committee**.
- Provide expertise in the field of **climate mitigation and adaptation policies** and **just transition** of the Contracting *Parties*, including with regard to the establishment of carbon pricing schemes.
- Contribute to the Secretariat's role in the **Initiative for coal regions in transition in the Western Balkans and Ukraine**
- Ensure the compliance of Contracting Parties' national climate legislation, as well as individual projects, with the Energy Community acquis and strategy.
- Monitor the developments in the Contracting Parties in line with the global climate agenda and commitments under the Paris Agreement and UNFCCC.
- Provide expertise to the partner countries, preparation of policy papers, reports and recommendations relevant to climate and energy transition;
- Assist in Secretariat's role in promoting sustainable energy projects in cooperation with EU institutions, IFIs and bilateral donors.
- Cooperate with other stakeholders and partner organizations involved in the above tasks;
- Perform any other tasks as requested by the Head of Unit and Director.

The role requires the following **competencies and skills** from the successful candidate:

- University degree in environment, energy, economy, law or a closely related field;

- At least 5 years of experience in the climate policy, preferably in the EU Member States and/or Energy Community Contracting Parties;
- Proven working experience in the field of development and implementation of the EU energy and/or climate acquis;
- At least 3 years of experience in an institution pursuing an aim of public interest, preferably in an international organisation;
- Excellent command of English;
- Proven experience of working in a multi-cultural and multi-disciplinary environment;
- Capable of performing well under pressure;
- Excellent analytical and drafting skills; strong presentation and negotiation skills.

Employment

The Climate and Just Transition Expert will be offered a contract for three years, with a probation period of 6 months, which may be renewed. The duty station is in Vienna, Austria.

Monthly gross salary will be at a level of EUR 6.912,54 that is an all-inclusive, tax exempted package of remuneration. The [terms and conditions of employment](#) are based on the provisions of the Agreement between the Republic of Austria and the Energy Community regarding the seat of the Secretariat.

The commencement date of the employment shall be preferably October 2022.

Selection procedure and next steps

According to Article 69 of the Treaty, the Director selects and appoints the staff of the Secretariat.

The Director will be supported in the selection procedure by a Selection Committee established in accordance with item III.15. of the *Rules for Recruitment, Working Conditions and Geographical equilibrium of the Secretariat's staff of the Energy Community*. The Selection Committee will agree on the shortlist of candidates meeting best the selection criteria as referred to in this vacancy notice. Before considered for an appointment by the Director, the successful candidate will undergo a medical examination by the Energy Community's medical practitioner¹.

Shortlisted candidates will be invited, at an estimated time of 16 September 2022, for an interview to take place in Vienna at the premises of the Secretariat.

Applications and deadline

For applications to be valid, candidates must submit their application using on-line recruitment form for the position. CV's and motivation letters must be attached. The form is available here: https://www.energy-community.org/aboutus/jobs/vacancies/form_09_2022.html .

Supporting documents (e.g. certified copies of degrees/diplomas, references, proof of experience, etc.) should not be sent at this point but must be submitted at a later stage of the procedure if requested.

Applications have to be sent by **4 September 2022, 24:00 CEST** (submission date of recruitment form) at the latest.

¹ In accordance with Article III.7 of the Energy Community Recruitment Rules

Applications received after the deadline will not be accepted.

Only shortlisted candidates will be contacted.

Data Protection

Please note that your personal data will be stored and processed by the Secretariat in line with and for the period required by the purpose of the recruitment procedure.

For this particular position, a reserve list shall be established. The reserve list shall include short-listed candidates and shall be valid 12 months. The recruitment procedure is deemed to be finalized once the reserve list expires.

The Energy Community Secretariat is committed to protect the right to privacy and has implemented measures to ensure data protection. If you want to learn more or have concerns, please send an email to data-protection@energy-community.org.

Should you encounter difficulties in submitting your application, please, contact recruitment@energy-community.org.