

Policy Officer

Job announcement

About Wetlands International Europe

Established in September 2013, Wetlands International European Association (Wetlands International Europe) is the single network organisation in Europe bringing together NGOs. Our ambition for the period 2020-2030 is to upscale action to safeguard and restore wetlands, collaborating with multiple partners and mobilising a wide range of actors to transform whole landscapes and sectors. Our access to cutting-edge science, combined with our understanding of EU policies, the on-ground experience from our members, partners and their networks, in addition to our own global network, makes us a credible and effective advocate for improving European policies and practices.

Through our different programmes we aim at scaling up restoration and the application of sustainable wetland management practices. We implement them in collaboration with our members and global network, and they all have a twin track approach whereby advocacy actions and the delivery of restoration practices on the ground go hand-in-hand. We also put an emphasis on facilitating partnerships and developing the knowledge and decision-making infrastructure needed to place wetlands high on the European political agenda.

The overall purpose of the job

We are looking for a new colleague to work specially under our Peatlands Programme and putting Europe's peatlands at the forefront of Nature-based and Climate Solutions to meet EU environmental, biodiversity and climate targets. The European Green Deal will only be achieved if peatlands ecosystems are ambitiously conserved and their restoration is dramatically scaled up. The policy choices related to wetlands that the EU makes in the next few years are crucial to creating the better future it envisions and reversing the devastating impacts of climate change on people, nature and planetary processes that we are currently witnessing.

The position will focus on EU level advocacy for the achievement of peatland-related policies, such as the Nature Restoration Law, Common Agricultural Policy and Carbon Removal Certification Framework, and their integration with freshwater and biodiversity-related policy objectives. In addition, it will help develop and share knowledge and evidence on innovative wetland solutions to EU policy processes, as well as facilitate national and/or local level implementation, training, capacity building and outreach to help scale up Nature-based Solutions. In this way, the position will help mobilise our members and partners and enable greater commitment and better-informed prioritisation by governments.

Cross-collaboration with other programmes like Freshwater and Biodiversity will be highly important in the Project Officer's role as they will work under different EU funded projects delivering policy advocacy products that affect different type of wetlands, not only peatlands. All projects will include communication and dissemination activities and cross-collaboration with other colleagues.

Responsibilities and tasks

- Engages with and lobbies politicians, key decision makers, business and other important stakeholders based in Brussels for stronger provisions on wetlands restoration.

- Assembles and develops joint key policy and practical assessments with members and partners (e.g. policy briefings, position papers, reports).
- Actively participates in different networks and platforms providing input on the knowledge and experience of Wetlands International Europe's network and feeding back information to the members.
- Organises and participates in meetings and task forces with members of Wetlands International Europe to coordinate internal positions.
- When needed, represents Wetlands international Europe at key conferences, events and meetings with the European institutions and EU Member States.
- Organises and manages events according to project specifications.
- Actively supports the development of communications materials.

Working relations

INSIDE Wetlands International Europe:

The Policy Officer will work closely with the Horizon Europe Project Manager and Head of Programmes and will collaborate frequently with the Freshwater Policy Officer, Biodiversity Manager and members of Wetlands International Europe. They will also work closely with Wetlands International Global Office team.

OUTSIDE Wetlands International Europe:

Officials from the European Commission, Representatives of Members States to the EU, Members of the European Parliament, other government officials, project partners, NGOs, etc.

Profile

The Policy Officer has experience in policy analysis and advocacy related to EU climate adaptation/mitigation and other related environmental issues. They are a flexible and focus-oriented multi-tasker. It is essential that they are proactive and work as a constructive member of a team with minimum supervision. They are organised and structured and are accustomed to working with ambitious deadlines. They are a strong writer. They are also curious and creative, with a good sense of humour and possess an understanding of and empathy with the aims and objectives of Wetlands International Europe.

Essential education and experience

- Higher level education or equivalent;
- At least five three years of relevant experience in policy analysis and advocacy, ideally on climate and environmental topics;
- Experience producing reports, position papers, policy briefings, etc;
- Knowledge of the EU institutions and political decision-making processes;
- Strong team player able to work effectively in a global network setting;
- Experience working in EU-funded projects will be an advantage;
- Experience working with non-governmental organisations.

Core competencies

- An excellent command of written and spoken English. Working knowledge of German or French will be an asset;

- Strong ICT skills;
- Excellent organisational skills with attention to detail and accuracy;
- Capacity to work independently and within a team;
- Ability to work in an international, multi-cultural NGO environment;
- Experience organising events;
- Active interest in current environment and climate matters.

Other Aspects

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.

The Association applies the same terms and conditions of employment as the Wetlands International's Foundation.

Job Offer

Wetlands International Europe offers a full time contract (maximum 36 hours per week) and a competitive package of pay and other benefits. The indicative starting base salary range for this role would be around 2.927 € gross per month, with the final figure depending on the skills, competencies and experience of the successful candidate. Wetlands International Europe also offers a range of additional benefits, including allowances for lunch, public transport, flexible and hybrid working conditions, health insurance, pension plan and paid holiday in accordance with Belgian law.

We hope to recruit the Policy Officer as soon as possible.

How to apply

Please send your application to hr@wetlands.org and write "Application Policy Officer" in the subject line, and include:

A single PDF document with your up to date CV (with no picture and birth date) and a cover letter outlining why you would be a suitable candidate for the role (letter of maximum 400 words);

Please also indicate whether you have the legal right to work full time in Belgium and tell us when, if selected, you would be able to start.

Applications deadline

12 May 2024