

**Energy Watch Group (EWG)** is an independent, non-profit, non-partisan global network of scientists and parliamentarians with a Secretariat in Berlin. EWG conducts research and publishes independent studies and analyses on global energy developments as well as roadmaps/scenarios of transition to 100% renewable energy. The mission of the organization is to provide energy policy with objective information. More information available here: [www.energywatchgroup.org](http://www.energywatchgroup.org)

## We are looking for a **Project & Communication Manager (full-time)**

**Available Now | Location: Berlin, Germany**

### **Main duties and responsibilities**

**The Project Manager will oversee, coordinate and ensure the successful operation of the Energy Watch Group network. He/she will be responsible for:**

- Strategic planning, development and coordination of the EWG
- Building and maintaining EWG relationships and partnerships with key international and German stakeholders, including policy-makers, scientists, NGOs, foundations, businesses and journalists
- Coordination of press and media relations as well as strategic communication management and content creation
- Contribution and close cooperation with scientists on writing research and policy papers
- Assessment of international climate and energy developments and important trends
- Representation of EWG at international events/ conferences
- Coordination of the daily network operation as well as internal and external communication
- Coordination of fundraising activities and preparation of project applications and reports

### **Key qualifications and skills**

- Relevant (minimum 5 years) professional experience in communications or policy and a track record in project/ program management
- Experience in working on climate and energy issues, as well as contacts to international NGO's
- Undergraduate (required) or postgraduate degree (desirable) in relevant discipline, e.g. journalism, communication, international relations, political science, economics, environment or energy
- Good knowledge and understanding of global energy trends as well as current debates on climate change and energy transition in Germany and internationally
- Strong communication and writing skills in both English and German (ideally native-speaker level in at least one of the languages)
- Strong analytical and problem-solving skills
- Ability to explain complex scientific concepts in a clear and compelling way
- Experience in writing research proposals and applications is desirable
- Strong communication and presentation skills as well as ability to engage with diverse stakeholders and audiences
- Strong organization and multitasking skills as well as ability to work under tight deadlines

### **What we offer**

- Opportunity to strategically develop the work of an influential international NGO/think tank
- Deep dive into some of the most crucial and interesting topics of our time – climate change, energy and sustainable development
- Exciting and diverse range of responsibilities and a lot of room for your own initiative and creativity
- Work with a dynamic and motivated team in Berlin-Mitte

### **Interested?**

Please send your complete application in German or English (letter of motivation, CV, certificates), stating your salary expectations and the earliest possible starting date via e-mail to [office@energywatchgroup.org](mailto:office@energywatchgroup.org).

Feel free to include your published articles or other communication materials in the email.

