Title: WorldGBC – Engagement and Networks Head

Location: Any country

Salary: $3,100 USD monthly; commensurate with experience

Type of Position: contract

About the World Green Building Council
The World Green Building Council (WorldGBC) catalyses the uptake of sustainable buildings for everyone, everywhere. Transforming the building and construction sector across three strategic areas — climate action, health & wellbeing, and resources & circularity — we are a global action network comprised of around 70 Green Building Councils around the globe.

As members of the UN Global Compact, we work with businesses, organisations and governments to drive the ambitions of the Paris Agreement and UN Global Goals for Sustainable Development. Through a systems change approach, our network is leading the industry towards a net zero carbon, healthy, equitable and resilient built environment.

About the Engagement and Networks Department
The Engagement and Networks department aims to shift focus from the organisation and collaboration of members based exclusively around regional networks defined by geographic boundaries, to a more open approach where engagement takes place at a variety of different scales – global, cross regional, project specific etc. Its objectives include:

1. Fostering collaboration between members and a sense of community
2. Ensuring that WorldGBC members engage strongly in projects and campaigns
3. Ensuring that members are well equipped to deliver impact

About the Engagement and Networks Head
The Engagement and Networks Head will report to the Director of Engagement and Networks, working closely to successfully implement the department strategy in alignment with WorldGBC’s global strategy.

Key responsibilities include but are not limited to:

Project and campaign engagement

- Designing and implementing opportunities to increase member engagement in existing global projects through new workstreams or partnerships that help localize project outcomes.
  - E.g. Further evolving WorldGBC’s Cities Climate Action project in line with Advancing Net Zero in partnership with WRI and the Building Efficiency Accelerator
- Working closely with global projects to help identify new opportunities for member engagement.
  - E.g. Supporting the Head of Better Places for People in assessing and implementing growth opportunities following the launch of the Health and Wellbeing Framework
Community Building

- Identifying and facilitate opportunities for GBCs to network and build relationships, both virtually and in person
- Support the delivery of an engaging and impactful CEO Network program
- Support the delivery of the WorldGBC Leadership Summit, amongst others

Member Support

- Supporting GBCs to grow and progress in their membership by: advising on fundraising strategies, leveraging network resources for local member engagement, providing guidance on governance best practices, monitoring overall organisational success, etc.
- Supporting GBCs in implementing their Health Check terms to strengthen their organisation

Partnerships and fundraising

- Identifying new partnership and fundraising opportunities that help to resource member engagement in projects
- Working with sponsors and partners to deliver value and engage them in our work

Qualifications, Skills and Experience:

- 5-10 years of relevant experience, including working in the building/property/sustainability sector, either industry, government or other stakeholder groups
- Strong international background, advocacy expertise with political organisations and natural talent for working diplomatically with diverse cultures
- Ability to build consensus from competing viewpoints
- Excellent verbal and written communication skills in English and one other language
- Experience in delivering grant funded projects
- Good project management skills
- Highly organized
- Ability to manage multiple projects/activities, deliver to a high standard within tight deadlines and juggle competing priorities
- Strong problem solving and crisis management skills
- Ability to foster a sense of comradery and ambition in advancing common goals

The ideal candidate is:

- A strategic thinker – has an ability to focus on the end goal and ensure that every activity and approach is directed towards this goal
- A creative mind – will innovate with approaches and engagement techniques
- A relationship builder – will listen to the needs of the team, industry and GBCs, and work collaboratively
● Able to develop and implement a work plan - can be meticulous in managing deadlines and deliverables, working with WorldGBC colleagues to ensure on-time delivery

To apply, please send a CV and covering letter to office@worldgbc.org by 11:59 PM EST on 6 November 2020.

WorldGBC thanks all applicants for putting their CVs forward. We aim to give all candidates the best experience and as such will only respond to short-listed candidates.