Americas Programmes Head

Location: Any GBC member country in Americas (preferred)

Salary: $1,200 - $1,900 USD Monthly (TBC based on local salary benchmarks)

Type of Position: Contractor, part time (3 days per week) minimum 1 year term (potential for renewal)

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 an action network comprised of around 70 Green Building Councils (GBCs) 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 (SDGs). Through a systems change approach, our network is leading the industry towards a net zero carbon, healthy, equitable and resilient built environment.

About the Americas Regional Network

WorldGBC’s Americas Regional Network consists of 17 member Green Building Councils and works in collaboration with thousands of member companies across the region, which represent the full breadth of stakeholders in the buildings industry.

The Americas are home to ancient civilizations, entrepreneurs and innovators, and communities of dazzling diversity. Yet North, Central and South America all share the risks that come with growing cities, climate change and resource scarcity. And all recognize that buildings offer a key opportunity to address problems, mitigate risks and improve communities.

GBCs in our Americas Regional Network are responding to these challenges and opportunities on the ground and collaborating at a regional level to scale their impact.

We are seeking a highly motivated Programmes Head with an entrepreneurial spirit and passion for building networks to lead the advancement of the Americas Regional Network within our global mission. We are looking for someone keen to advance their career in sustainability, with plenty of enthusiasm to learn, generate ideas and a knack for unlocking opportunities and shaping programmes that will accelerate impact across this part of the world.

Key responsibilities will include:

- Member engagement and community building
- Management of multi stakeholder programmes and projects that create value and impact within our network
- Fundraising and Partner/Sponsor relationship management
- High-level speaking opportunities to spotlight and increase profile of WorldGBC’s Americas Regional Network

Specifically for 2022/23 these include:

Net Zero Readiness Framework
A five pillar framework (government, technical solutions, data, finance & mindset) that outlines the key components needed to facilitate the transition to net-zero buildings. Developed by the Asia Pacific Regional Network, it serves as a tool for GBCs to build market confidence and accelerate companies signing on to the WorldGBC Net Zero Carbon Building Commitment. The Americas Regional Network would like to adapt this framework to their regional context for the same purpose.

Responsibilities:

- Lead the Net Zero Readiness Framework roll-out in the Americas Regional Network, in collaboration with the Asia Pacific Programmes Head, replicating the success of the framework in the Asia Pacific region. This includes:
  - Coordinate with GBCs in the Americas to host national net zero readiness workshops and pre-workshop surveys that gather market insights to shape the framework
  - Collate findings from national workshops to adapt content in the existing Asia Pacific Net Zero Readiness Framework as needed to reflect regional needs in the Americas
  - Collaborate with the ANZ LatAm Project Coordinator to develop NZCB signatory strategy based on the results of the workshops and surveys
  - Engage Net Zero Collaborators on a monthly basis to feed into the framework adaptation process and share market solutions
  - Lead development of Americas Net Zero Readiness Framework web pages with WorldGBC Communications team, following the Asia Pacific Network example
- Showcase Net Zero projects and solutions across the region as part of the case studies referenced in the framework

Accelerating Net Zero Cities Programme

*In partnership with the Building Efficiency Accelerator (BEA) and the Zero Carbon Buildings Accelerator (ZCBA), this WorldGBC America’s project supports GBCs partnering with cities and national governments to design and implement policies and regulatory mechanisms that raise the performance requirements for building and construction.*

Responsibilities:

- Lead the further development of the strategy for this programme in alignment with WorldGBC’s new Global Advocacy Taskforce, coordinating closely with the Global Advocacy Director
- Meet regularly with GBCs who are working with BEA cities and ZCBA countries to hear about the progress they are making
- Empower GBCs to establish new government partnerships (where appropriate recruiting new BEA cities or ZCBA countries)
- Report GBC and city/national roadmaps advocacy progress to our partner, the World Resources Institute (WRI) as well as corporate Regional Partners
● Coordinate the series of webinars that creates learning and exchange opportunities for public officials whose work is part of the Accelerating Net Zero Cities Programme
● Seek grant opportunities to support this work moving for the long term

**Regional Partnerships & Fundraising**
● Work with the Director of Engagement & Networks to leverage the above, and other programmes within the organization to attract funding opportunities to the region, at minimum to cover contractual costs but with the goal of securing future grant opportunities that help build the capacities of the GBCs in the region
● Manage existing partnerships including Regional Partners and Net Zero Collaborators to ensure year-on-year renewal

**GBC Engagement and Community Building**
● Empower GBCs to engage in WorldGBC programmes and activities including World Green Building Week, participation in Annual Member Value survey, and implementation of the WorldGBC Health & Wellbeing Framework
● Lead bi-monthly meetings with the Americas Regional Advisory Board to maintain engagement and ensure opportunity for input on the above priority programmes
● Provide updates at the weekly WorldGBC team meetings to help support alignment with global activities and give insights into GBC and work taking place in the region

**Experience and skills**

*The ideal candidate has…*
● 5+ years working in the sustainable buildings sector and within the GBC network
● Strong project management skills
● Experience in attracting and managing high profile relationships
● Experience in delivering events and webinars
● Experience with public speaking engagements
● Experience of working and thriving within a small, motivated and virtual team, staying connected across all levels and opportunities
● Specific experience in international work, ideally with a proven record for engaging with a geographically and culturally diverse network of stakeholders and key multilaterals in the region (eg. EBRD, UN Habitat, IFC, GIZ, World Bank etc)
● Excellent verbal and written communication skills in English and Spanish
● Highly organised, with excellent attention to detail and accuracy

To apply, please send a CV and covering letter to careers@worldgbc.org by 20 May 2022

WorldGBC thanks all applicants but we will only be able to respond to short-listed candidates.