

**We are looking for a**

## **SUSTAINABILITY SPECIALIST**

**Keywords:** Digital Sustainability / ICT Innovation / Green Technologies / EC funded projects / Management

**Job category:** EC funded projects

**Job location:** Switzerland

**Contract:** Full time, with a probation period of 3 months and a resignation period of 2 months from either party

**Start date:** Q4 2023/ Q1 2024

**Salary:** Depending on the experience of the candidate, to be discussed

**Holiday:** 25 days per annum, plus statutory holidays

### **JOB DESCRIPTION AND RESPONSIBILITIES**

As Sustainability Specialist you will participate in research and innovation projects where technology and digitalisation strive to be part of the solution to key European and global challenges. Examples are climate crisis mitigation and adaptation, helping Europe progress along the twin digital and green transitions, or fostering the rise of next-generation energy- and carbon-aware computing and telecommunications. This requires skills and competence crossing domains within science, engineering, and economics, as well as an open and flexible mind guided by an unbending vision and commitment to the principles and practice of environmental sustainability.

The ideal candidate mixes two different but related 1<sup>st</sup> degree and 2<sup>nd</sup> degree, for a holistic, interdisciplinary approach to solving problems.

You will also be comfortable managing and supervising the implementation of R&I projects funded by the European Commission (Horizon Europe, Digital Europe).

Your day-to-day responsibilities at Digital for Planet will include:

- Managing activities related to production and implementation of sustainability strategies in the context of the assigned EC funded projects.
- Monitor existing and upcoming policy initiatives at EU level in the sustainability domain .
- Steering and technically coordinating policymaking activities and groups or relevant stakeholders / experts in the sustainability domain.
- Support the draft and implementation of relevant agendas / whitepapers / strategies in the context of the assigned EC projects and within the sustainability domain.

- Analysis and development of business models, strategies, and reports to guide R&I projects towards exploitation and go-to-market approaches compatible with sustainable development and the planetary boundaries.
- Coordination and organisation of relevant discussions, workshops and events with the engagement the proper target groups.
- Leading and supporting the full cycle of preparation of EC funded proposals.
- Representing Martel in R&I projects, consortia, meetings, events, etc.
- Management and supervision of EC funded R&I projects.
- Ensuring the on-time and on-budget delivery of projects.
- Take part in business development activities, such as conceive and write new research proposals; find new ideas, calls, partners; delivery of high-quality presentations at events; networking.

In close collaboration with the rest of the Digital For Planet team you will contribute to defining and maintaining the image of the organisation, participating in sustainability-related activities in accordance with the Mission and Vision of Digital for Planet.

Close collaboration is also expected with suitable activities and work led by Martel Innovate that is the founding member of Digital for Planet.

You will be active in a friendly international environment and take part in international R&I projects across Europe (and beyond from time to time). In this respect, some travelling within (and rarely outside Europe) might be needed.

## **FIT FOR THE CHALLENGE**

- Solid understanding of the environmental challenges facing society now and in the future, with innovative and cross-disciplinary solutions.
- Understanding and experience in one or more of circular economic thinking, environmental and carbon impact assessment, regenerative systems, ecology, or complex systems theory.
- High-level grasp of technological systems and their environmental, social and cultural touchpoints and consequences.
- Proven experience in managing and implementing activities as a sustainability specialist in EC funded projects.
- Excellent written and spoken communication skills in English.
- Technical writing and oral presentation experience.
- Ability to negotiate, and to cooperate with international partners and clients.
- Strong organisational and communication skills.
- Experience in any of the areas of policy making, impact assessment, innovation management, ethics management are considered as a strong plus.
- PhD / MSc in ICT domain as well as economics or social science and related fields is preferred.

**More specifically:**

- Able to perform in multi-cultural environments (sometimes under time pressure) and to deliver results in a demanding and fast-paced environment.
- Fresh thinking and innovation-friendly spirit.
- Self-driven, responsible, and able to take ownership on projects and duties.
- Solid analytical thinking and problem-solving capability.
- Ability to travel (~5-6 times per year) – mostly in Europe.
- Attentive to details.

**What is a plus?**

- A degree in a field related to Environmental Science
- A Master's degree (or equivalent) in Sustainability / Climate Change / Complex Systems / Nonlinear Dynamics / Digital Transformation
- Proven experience in the context of EC funded projects
- Proven experience in writing successful proposals for EC funded programs.
- Previous experience in the sustainability/digital sustainability field

**DO YOU WANT TO APPLY?****Send:**

- Your CV
- Cover letter (clearly elaborate on why you are the right person for the job)

via email to [careers@digital4planet.org](mailto:careers@digital4planet.org) indicating **“Sustainability Specialist”** in the subject.

**ABOUT DIGITAL FOR PLANET**

Digital for Planet is a non-profit association that unites a collaborative network of private, public, and research institutions from across the digital sector. Our vision is a digitally empowered society that ensures equal opportunities for everyone and lives in harmony with the environment. Together with our members and partners, we strive to advance the development and adoption of green digital technologies for the sustainable development of our society and the prosperous future of our planet.