

EUROPEAN ENVIRONMENTAL
CITIZENS ORGANISATION
FOR STANDARDISATION



ORGANISATION EUROPÉENNE
ENVIRONNEMENTALE CITOYENNE
POUR LA NORMALISATION

ENVIRONMENTAL POLICY OFFICER ON STANDARDISATION IN THE AREAS OF CHEMICALS, NANOMATERIALS AND WASTE

ECOS – Brussels, Belgium

The European Environmental Citizens' Organisation for Standardisation (ECOS) is a non-profit organisation which promotes and defends the environmental interests in standardisation and European product policies of technical nature. ECOS' work aims to combat climate change, foster energy and resource efficiency, and protect environmental health. ECOS represents 38 member organisations, including pan-European organisations such as the EEB, FoEE, and WWF-EPO.

We are looking for a highly motivated and qualified candidate to coordinate ECOS' activities in the chemicals, nanomaterials, and waste sectors. This is a full-time position with an attractive salary package, starting ASAP.

Your main tasks will be to:

- Promote and defend the environmental interests in the development or revision of European and international standard, and related policies, in the areas of chemicals, nanotechnologies, and waste, with technical support from ECOS' nominated experts and member organisations;
- Advise and coordinate the work of technical experts assisting the organisation in its work, including through providing them with the necessary policy guidance and monitoring their activities;
- Monitor European and international developments related to environmental protection policies and standards in these sectors;
- Represent the organisation in technical committees of the European and international standardisation organisations (CEN, CENELEC and ISO), as well as in other meetings and events, including those organised by the European commission and OECD;
- Manage the ECOS' project on nanomaterials involving multiple NGO's partners, including strategic planning, budget management and other tasks related to the project;
- Contribute to the organisation of information sharing and training sessions for ECOS' members and experts on standardisation;
- Develop regular updates, briefings, positions and publications for the different target audiences of the organisation (e.g. mailings to members, contributions to the ECOS Newsletter and website, policy papers, press releases);
- Contribute to raising the profile and visibility of the organisation, including through assisting with the organisation of the ECOS Annual Workshop and General Assembly;
- Strengthen relationships with ECOS' member organisations and any other relevant stakeholders in the sectors of responsibility;
- Contribute to ECOS' strategic planning, organisational development, and fundraising activities;
- Provide regular updates and support to the Director and governance bodies of ECOS on his/her work areas.

ECOS – EUROPEAN ENVIRONMENTAL CITIZENS' ORGANISATION FOR STANDARDISATION (ASBL)

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info@ecostandard.org - www.ecostandard.org

EC register for interest representatives: Identification number 96668093651-33

Qualifications, experience, and skills required include:

- Post-graduate degree in environmental law management, natural/environmental science, environmental or chemical engineering
- Solid technical background or experience in the advertised sectors of responsibility (e.g. toxicology, hazard and risk assessment, waste characterization and waste treatment)
- Proven knowledge or direct experience with standardisation
- Good understanding of the European standardisation and the EU policy-making processes
- At least 3 years of relevant work experience at EU level, including with project and budget management
- Strong analytical skills, ability to write both technical documents and policy papers, as well as publications to reach out to a wider, nonspecialised audience (in English)
- Good experience with environmental NGOs or strong commitment to the values, vision and mission
- Excellent writing, communication and negotiation skills
- Fluent English, other languages are an asset
- Ability to work independently with little supervision and in close cooperation with others in an international environment
- Ability to quickly adapt to new issues, proactivity and self-motivation
- Good organisational and IT skills

How to apply:

Interested applicants should send a CV and a motivation letter to: info@ecostandard.org, mentioning in the subject line “**Policy Officer - Chemicals & Waste Standardisation: your name**”. Deadline for application is **28 September 2015 COB**.

The first round of interviews will take place at the end of September/beginning of October. Please note that ECOS will not be able to reimburse expenses for interviews. We regret that only short-listed candidates will be contacted.