



# Programme Manager - Standardisation

**Application deadline: 20 March 2024**

February 2024

We are looking for a highly motivated Programme Manager to join our team and drive our high-impact work on standardisation that works for the environment. In this role you will be responsible for developing ECOS positioning on European and international standardisation strategies and policy, and for coordinating ECOS engagement with European and international policymakers to promote our views. Working in close partnership with colleagues across teams, and our wide network of members and partners, you will coordinate our strategic engagement with political institutions and the European, national and international standardisation system for better environmental outcomes and a more inclusive and transparent framework.

**About ECOS:** ECOS is an international NGO with a network of members and experts advocating for environmentally friendly standards, policies and laws. We ensure the environmental voice is heard when they are developed and drive change by providing expertise to policymakers and industry players, leading to the implementation of strong environmental principles. Our successes include mainstreaming ecodesign, introducing universal chargers, and improving our right to repair. ECOS is headquartered in Brussels and has an exceptional team of 40+ staff supported by a network of over 50 technical experts and almost 60 member organisations.

## Your main tasks will be to:

### Coordinate the ECOS standards strategy

- Oversee ECOS strategic engagement with the standardisation system and policymakers
- Coordinate ECOS positioning on standardisation policy (e.g., the use of standards, inclusiveness, openness and transparency, single market, trade policy, the Aarhus convention, WTO Guidelines)
- Shape and implement impactful advocacy activities to obtain ambitious policies that facilitate the effective participation of environmental stakeholders in standardisation at all levels
- Support ECOS efforts towards standardisation deliverables that serve the environment
- Use your networking, stakeholder management, and diplomatic skills to represent ECOS in designated and relevant strategic groups of the United Nations, European Commission, standards bodies, international fora and campaigns, workshops, and conferences
- Coordinate training programmes and materials for ECOS members and technical experts to promote our effective participation.

### Engage with ECOS networks

- Grow the engagement of ECOS in standardisation in Europe and across the globe, notably by developing a strong network with National Standards Bodies
- Support effective involvement of our members and experts in ECOS standardisation activities and the standardisation system



- Create impactful content to promote ECOS contribution in standardisation including articles, opinion pieces, and publications
- Actively strengthen cooperation with ECOS networks including member organisations, potential new members, policymakers, campaigns, and any relevant stakeholders.

#### **Manage project portfolio**

- Manage relevant contracts
- Coordinate the timely submission of funding applications and reporting
- Manage information sharing tools for ECOS staff on standardisation.

### **Skills and experience required:**

- Minimum 4 years of relevant professional experience, preferably with NGOs, standardisation organisations, or institutions working in the standardisation field
- Commitment to the values, vision and mission of ECOS
- Excellent understanding of the standardisation system and processes at European, international and/or national level
- Strong networking and negotiation skills
- Good diplomatic skills
- Understanding of EU policy making processes
- Familiarity with European Union funded projects
- Strong analytical skills & ability to translate technical information into widely accessible formats
- Fluent written and spoken English, other languages an asset

### **What we offer:**

- An opportunity to transform the standardisation system, so that it is inclusive and serves the environment.
- An open-ended Belgian contract with a competitive salary package €3845– €4542, paid 13,92 times per year, according to the ECOS salary scale. Actual salary will be determined depending on skills and relevant experience of the candidate.
- An attractive benefits package (meal vouchers, pension scheme, 13th month, excellent insurance, teleworking allowance, public transport, eco-cheques etc.), additional holidays and a focus on employee wellbeing.
- A flexible, dynamic, and very pleasant international working environment.
- Being part of a dedicated team whose common goal it is to protect the environment.
- A commitment to an inclusive and empowering approach to addressing our environmental challenges.
- We welcome applications from all over the world and can submit a work permit request.

### **How to apply:**

Applicants should send a **CV max. 2 pages and cover letter max. 1 page by no later than 20 March 2024** to: [careers@ecostandard.org](mailto:careers@ecostandard.org), with the subject line “PM Standardisation: your name”. We regret that only short-listed candidates will be contacted.

ECOS is an equal opportunity employer, placing great value on diversity and inclusion in the workplace. We welcome applications from candidates with diverse cultural backgrounds and expertise.