

Application deadline: 7 April 2023

# AIG Climate-Neutrality Officer (Innovation)

## BACKGROUND

EIT Urban Mobility, an initiative by the European Institute of Innovation and Technology (EIT), acts to accelerate change on making urban spaces more liveable. Since 2019 we have been working to encourage positive changes in the way people move around cities in order to make them more liveable places. We aim to become the largest European initiative transforming urban mobility.

	<i>We create systemic solutions that will <b>move more people around the city more efficiently and free up public space.</b></i>
	<i>We bring all <b>key players in urban mobility together</b> to avoid fragmentation and achieve more.</i>
	<i>We engage <b>cities and citizens from the word go</b>, giving them the opportunity to become true agents of change.</i>

## ABOUT THE JOB

The Action and Impact Groups (AIG) support EIT UM partners identify and access non-EIT funding opportunities for research and innovation activities in the field of mobility e.g. Horizon Europe, Digital Europe. The AIG programme also manages EIT UM participation in Horizon Europe and other European open innovation projects.

The **AIG Climate-neutrality officer** will report to the **AIG manager**. S/he will focus primarily on the proposal development and delivery of externally awarded projects, mainly under the programmes Horizon Europe and Digital Europe. As EIT Urban Mobility continues to attract external funding, the team ensures all contractual obligations of awards are met with quality content on time and on budget. This specific role is dedicated primarily to work on the NetZeroCities project supporting the European Commission's Cities Mission to deliver 100 *climate-neutral* and *smart* cities by 2030. The position will involve activities related to city-to-city knowledge transfer, replication, and transferability of (mobility) solutions, and other communication,

dissemination and exploitation tasks. In addition to that, s/he will have an active role within the AIG team and other HE projects in implementation.

Main tasks and responsibilities include:

- Manage deliverables, milestones and reporting.
- Presentation skills and speaking capacity.
- Relationship building, networking skills.
- Bid writing, evaluation and assessment capacity
- Preparation of proposals under Horizon Europe and Digital Europe.
- Stakeholder management, & community maintenance.
- Best practice identification & mapping and general desktop research.
- External relations and communications.
- Design and deliver funded / sub-funded programmes.
- Facilitation of workshop skills.

The position is based in **Barcelona**.

**Permanent and part-time/full time position**, with possibility to homework up to 2 days a week.

No relocation expenses are assigned.

### THE PERSON WE ARE LOOKING FOR

We put a high value on your individual qualities, and we are looking for someone who strives for making a difference together with other people.

The ideal candidate would have:

- At least 5 years of working experience, 2 out of which shall be in EU project management (mainly Horizon Europe and Digital Europe).
- Experience with EU funding mechanisms and schemes.
- Understanding of climate change and impact on cities and urban society.
- Knowledge of SDGs and EU Horizon Europe Missions.
- Experience from working in a multi-national & multi-cultural environment.
- Experience in proposal writing (preferably Horizon Europe).
- Work to timelines and financial reporting.

- Versatile in teamwork on all organisational levels and experience from working in a **matrix-type organisation**.
- Facilitation and advocacy skills. At ease in interaction on senior management level.
- Motivation to work in fast-moving, innovative, and sometimes ambiguous environments.
- Team player who can work independently.
- Organised and structured, pro-active and hands-on.

The below would be considered as a plus:

- A European perspective and/or City perspective (e.g. city network or local administration).
- Any additional European language other than English C1.

To be a fit for this role:

An ideal candidate will strive to generate positive environmental and social impact in line with EIT Urban Mobility's mission.

## GENERAL CONDITIONS

By the closing date of this call candidates must:

- be a national of an EU Member State or have a working permit valid to work in Spain.
- enjoy their full rights as citizens;

## EDUCATION

- Masters Degree in Urban studies/geography/architecture, environmental engineer, economist, social sciences or civil engineering.
- Written and spoken English (C1).

## APPLICATION PROCESS

EIT Urban Mobility is an equal opportunity employer and values diversity. To build a strong digital Europe that works for everyone it is vital that we have diverse range of skills, knowledge, and experience in the sector. Therefore, we welcome applications from anyone who meets the above criteria.

To apply for this position, please download the **application template** from EIT Urban Mobility website. Complete the four elements of the application:

- 1) Personal **contact details**;
- 2) An **essential criteria** checklist;
- 3) A **Cover Letter** demonstrating how you match the skills defined in the job description – examples should be given.
- 4) A **curriculum vitae**.

Follow the naming process detailed below:

- Format: Save your completed application form in **one single file** in PDF format.
- File name: Name the file according to the model “*EITUM\_first name\_last name*”. For example, Joanna Smith would name the file, *EITUM\_Joanna\_Smith*.
- Email title: The subject field should read “*AIG Climate Neutrality Officer. HR152-2023*”.
- Send to: Send your completed application to: [recruitment@eiturbanmobility.eu](mailto:recruitment@eiturbanmobility.eu).

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### Data Protection Disclaimer

Your personal data will be processed with utmost care by the EIT KIC URBAN MOBILITY, S.L. or its subsidiaries.

The said processing will allow us to manage the recruitment of the offered positions, and more specifically:

- to enable you to submit your CV to apply for specific jobs;
- to match your details with the job vacancies and to eventually contact you;
- to retain your details and notify you about future job opportunities similar to the specific role for which you have contacted us;
- to answer your enquiries.

You can exercise your data protection rights, writing to [recruitment@eiturbanmobility.eu](mailto:recruitment@eiturbanmobility.eu).

You may find further information in the full GDPR Compliance privacy note for applicants available [here](#).