



## **Job Description**

<b>Position:</b>	<b>Communications and Campaign Officer</b>
<b>Contract:</b>	Fixed term (2 year with possibility for extension)
<b>Location:</b>	Brussels or Lisbon (Hybrid Working Arrangement: 3 day per week min in office)
<b>Responsible to:</b>	Head of Communications
<b>Responsible for:</b>	<ul style="list-style-type: none"><li>▪ Social media outreach</li><li>▪ Campaign implementation</li><li>▪ Web updates</li><li>▪ Events marketing</li></ul>

**Deadline for applications: 21 May 2025**

## **Who we are**

The Global Renewables Alliance (GRA) was established at COP27, as an umbrella organization of 6 other well-known renewable energy associations, the Global Wind Energy Council, the Global Solar Council, the International Hydropower Association, the Green Hydrogen Organisation, the Long Duration Energy Storage Council, and the International Geothermal Association to speak with a unified voice on accelerating the energy transition.

The GRA was the driving force behind the combined renewable energy intervention at COP28 in Dubai, marking the largest private sector renewable energy intervention to date. We are committed to a future powered by clean, secure, and just energy—renewables. GRA campaigns for growth in renewables, including at high profile events including New York Climate Week and COP with its Double Down, Triple Up - 3X Renewables campaign. We work in close partnership with governments, industry leaders, investors, NGOs, multilateral organisations, and corporations to accelerate the energy transition at the speed and scale the world needs.

## **Role Overview:**

We are seeking a creative, proactive, and well-organised Communications and Campaigns Officer with strong writing skills and a passion for accelerating the clean energy transition. This role will support the planning and delivery of GRA's communications and campaign outputs across digital channels, media outreach, and high-level events.

You will collaborate closely with the Communications Manager and the wider global team to turn complex content into compelling, accessible messages - helping raise the profile of GRA's campaigns and advocacy. This is a unique opportunity to grow your career in climate communications while building a global network across the renewables industry.

The role offers flexibility for remote work, opportunities for international travel, and significant professional growth.

## **AREAS OF RESPONSIBILITIES**

Key activities:



## **1. Content Strategy and Development**

- Lead the drafting of engaging content for GRA's channels, including social media posts, newsletters, blog pieces, press releases, and speeches or talking points.
- Help maintain and implement a content calendar aligned with GRA's advocacy priorities and campaign moments.
- Work with the Communications Manager to adapt complex policy or technical content into clear, compelling messaging for a variety of audiences.

## **2. Digital and Social Media**

- Plan, create, and schedule content across GRA's digital platforms (e.g. LinkedIn, X, website, newsletter).
- Develop creative formats to boost engagement (e.g. quote cards, reels, infographics), working with design tools (e.g. Canva) or external designers.
- Monitor performance analytics and suggest content optimisation strategies.

## **3. Campaign and Event Communications**

- Support the design and delivery of campaign communications strategies, toolkits, and assets.
- Coordinate communications around events (e.g. international conferences, virtual launches), including live coverage, speaker prep, and post-event recaps.
- Liaise with partners to align messaging and amplify joint announcements or campaigns.

## **4. Media Relations and Outreach**

- Support media outreach and press engagement, including drafting press releases, pitching stories, and maintaining media lists.
- Monitor media coverage and prepare reports for internal and external stakeholders.
- Respond to basic media enquiries and coordinate interviews or statements.

## **5. Website and Content Management**

- Regularly update GRA's website with news, publications, events, and campaign information.
- Ensure brand and messaging consistency across digital and print materials.
- Help maintain a well-organised communications drive or asset library.

## **6. Project Coordination and Reporting**

- Help track deliverables and timelines for communication outputs.
- Assist with reporting on comms and campaign performance (e.g. analytics, media hits, engagement metrics).
- Support coordination with external consultants or agencies, when relevant.

## **Qualifications**

- 3–5 years of relevant experience in communications, campaigns, media, or public affairs.
- Excellent (native) English writing and editing skills; able to draft confidently and independently.
- Experience in digital content creation and management.
- Strong interest in climate, renewable energy, and/or international policy.



- Proactive, detail-oriented, and comfortable working in a small, fast-paced team.
- A self-starter who can work with limited oversight
- Problem-solving skills
- Good team working spirit and skills

## **Compensation and Benefits**

GRAs competitive benefits and a salary commensurate with your experience.

The job is a contract position for two years with possibility for extension.

To apply, please send your CV and cover letter to [saga@globalrenewablesalliance.org](mailto:saga@globalrenewablesalliance.org) quoting the job title in the email subject. Failing to do so will result in your application being delayed or rejected.

We regret to inform that only shortlisted candidates will be notified.

**Deadline for applications: 21 May 2025**