



Position:	Policy Officer
Contract:	Fixed term (2 years with possibility for extension)
Location:	Brussels or Lisbon (Hybrid Working Arrangement: 3 day per week min in office)
Responsible to:	Head of Advocacy and Policy
Deadline for applications:	21 May 2025

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.

GRA is unique as an industry association in its active engagement in policy advocacy. To support that advocacy, we undertake a variety of projects that range from workshops to white papers, case studies on best practice, among many other activities. We often engage external parties who are associations, member companies, government bodies, embassies, multi-laterals, export credit agencies, NGOs, and others to build understanding of the issues facing the renewables industry and find solutions, all within a greater umbrella of the Energy Transition and decarbonization.

Job Description

The Policy Officer is responsible for the implementation, coordination, support and completion of GRA's various policy, research and analysis-related activities aligned with the strategy, commitments and goals of the organization.

Key Responsibilities:

Research, Analysis, and Communications

- Contribute to GRA's research and policy analysis efforts on trends related to GRA's mission (renewable energy, energy transition, political economy, climate, finance, etc.) and maintain internal knowledge on global trends, and focus country priorities
- Prepare briefings for GRA management on policy priorities and strategic opportunities in multilateral and bilateral forums.

- Draft analytical inputs, reports, commentary, and external communications, including speaking points.
- Represent GRA in meetings, debrief with leadership, and act as a focal point for partner initiatives.

Liaison and Advocacy

- Support the Head of Advocacy in defining and delivering multilateral and bilateral diplomacy work programmes.
- Contribute to GRA's campaigns and major event milestones (e.g., COP30, NY Climate Week).
- Coordinate with GRA members to align multilateral energy and climate engagement strategies; support policy working groups and partner meetings;
- Engage with priority country governments and key international fora and partners (UN, G7, G20, CEM, IRENA, IEA, etc.).

Programme Management and Delivery

- Support implementation of GRA work programme activities and policy agenda, independently and in collaboration with others.
- Track and report deliverables to internal teams;
- Coordinate key activities such as reports, workshops, and roundtables.
- Contribute to content and strategic planning for reports and events, working closely with staff, leadership, and the board.

Qualifications and experience

- 2+ years project management - ideally policy analysis, international advocacy, policy or communications projects
- Excellent organisational, communication, problem solving and analytical skills
- A self-starter who works well in teams
- Extensive policy research and project management experience: analysis, peer review, report drafting, project management skills
- Knowledge of Theory of Change and Monitoring, Evaluation, and Learning (MEL) a plus
- Proven track record of researching and drafting energy policy related deliverables, and external communications material
- Proficiency in project management software tools
- Fluent in English, a second language a plus
- A good understanding of renewable energy sector a plus
- Rights to work and travel in Europe a plus

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 Vanda Marques [<opportunities@gwec.net>](mailto:opportunities@gwec.net) 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