1. **Join ICLEI – Local Governments for Sustainability!**
2. **宜可城-地方可持续发展协会北京代表处招聘信息**

**Application deadline: April 28, 2025**

宜可城—地方可持续发展协会（英文名ICLEI—Local Governments for Sustainability，简称“宜可城”）成立于1990年，是全球最大的地方政府间合作组织之一，会员包括来自120多个国家的 2500 多个城市和地区，致力于推动地方和城市可持续发展。宜可城积极参与全球重要可持续发展议程的制定和实施，是《联合国气候变化框架公约》、《联合国生物多样性公约》、《联合国防治荒漠化公约》三大公约的观察员和地方政府参与履约行动的协调员。围绕着低碳、自然、韧性、循环和以人为本五大路径，宜可城积极支持地方政府开展可持续行动（关于宜可城的更多信息，请访问： <http://eastasia.iclei.org/>； 微信公众号：ICLEI\_China）。

通过全球25个办公室，我们为全球地方政府会员提供因地制宜的技术支持、能力建设和合作交流等机会。宜可城全球秘书处位于德国波恩，东亚秘书处位于韩国首尔，东亚秘书处北京代表处于2018年3月设立，旨在推动全面、和谐、包容的可持续发展和生态文明建设，帮助中国地方政府发展绿色和循环经济，建设低碳、循环、有韧性和生态友好的可持续城市。

ICLEI-Local Governments for Sustainability is the leading global network of 2,500 local and regional governments committed to sustainable development. Active in 125 countries, we influence sustainability policy and drive local action for low emission, nature-based, equitable, resilient and circular development. Our Members and team of experts work together through peer exchange, partnerships and capacity building to create systemic change for urban sustainability. Find out more at <http://eastasia.iclei.org/>.

Our Members and 24 offices work together through peer exchange, partnerships and capacity building to create systemic change for urban sustainability. ICLEI World Secretariat is based in Bonn, Germany, ICLEI East Asia Secretariat operates in Seoul, South Korea, and ICLEI East Asia Secretariat Beijing Office (Beijing Office) was established in March 2018, with an aim to promote holistic, harmonious, inclusive sustainable development and eco-civilization at the local level. The Beijing Office particularly supports the efforts of Chinese local governments in developing low-carbon, resilient and eco-friendly cities, at the same time driving a green and circular economy.

**Vacancy: Program Officer (Nature Based Development)**

**招聘职位：项目官员（基于自然的发展）**

本职位申请者应具备两年以上相关项目管理经验，有与地方政府合作经验者优先。结合中国城市的可持续转型需求，该职位主要负责协调宜可城在城市生物多样性、韧性（气候适应）等方面的技术工作，促进城市基于自然的发展，支持地方政府制定相关政策，开展示范行动，提供能力建设支持，促进国际城市间交流学习。

**岗位职责**

* 协调和管理城市生物多样性和韧性（气候适应）等领域的技术项目和活动；
* 为会员城市提供技术和能力建设支持，促进地方开展示范行动；
* 支持国内外城市开展技术交流，促进知识分享和相互学习；
* 与相关政府机构和国际组织等合作伙伴保持密切联系，拓展伙伴关系；
* 支持上述领域的项目筹资活动和战略制定；
* 根据需要，参与宜可城其他有关技术项目和活动；
* 与宜可城东亚秘书处和全球其他办公室保持密切协作；

**Responsibilities**

* Coordinating and implementing ICLEI’s sustainable development projects with a specific focus on urban resilience，climate adaptation and NBS
* Providing technical assistance and capacity building to member and partner cities
* Facilitating exchange and cooperation between Chinese and international cities on above listed areas
* Strengthening cooperation with government agencies, non-governmental organizations and other partners in the region to foster partnership expansion
* Coordinating project specific resource mobilization and strategy development
* Supporting the implementation of ICLEI’s other urban programs and projects related to its five development pathways in China.
* Working in close coordination with ICLEI East Asia Secretariat and other offices.

**职位要求**

* 中英文流利；
* 具有城市规划、生态学、可持续性发展、环境等相关学科的硕士学位；
* 在相关领域有至少两年以上工作经验。优先考虑有国际组织和地方政府合作经验的申请者；
* 优秀的沟通、社交与时间管理能力，擅于团队合作；
* 具有创新、自我激励、批判性分析和解决问题的能力。

**Requirements**

* have an excellent command of Chinese and English language
* have a master degree in climate change, ecology, sustainable development, environment, urban planning or another subject relevant to the position
* have at least **two years of** working experience in a relevant field as specified in the project activities, with preference to previous experience in international organisations and/or with local governments
* Have good skills on external communication and networking, and good at team working and time management
* With innovation, self-initiative, critical analysis and problem-solving skills

**其他条件**

* 即刻入职；
* 能接受国际差旅及与全球合作伙伴沟通时的跨时区会议；
* 工作语言: 中文和英文；
* 必须为中国国籍

**Terms and conditions**

* The position is available immediately at the ICLEI East Asia Secretariat Beijing Office in Beijing, China.
* International travel will be required on occasional basis; communication with partners around the world may require work during unusual hours
* Working languages: English and Chinese
* Chinese passport holder

**申请材料**

请把下述申请材料发到<jobs.beijing@iclei.org> (邮件标题: **“Program Officer (NBD)”**) :

* 中英文动机信，注明期望薪资和当前薪资（税前）
* 中英文简历 (不超过2页)和照片
* 国籍
* 最早入职日期

**Application**

Please email job application (reference in subject line: **“Program Officer (NBD)”**) including:

* Letter of motivation in Chinese and English, indicating salary expectation and current salary (before tax)
* CV (max 2 pages each in Chinese and English respectively), and photo
* Indication of citizenship
* Indication of availability date

to <jobs.beijing@iclei.org>.