

Job offer

PROJECT MANAGER

Energy Cities – Besançon (France) or Brussels (Belgium) Office

Published: 2nd July 2018

Deadline for applications: **24 August 2018**

Starting date: 1st November 2018 (or earlier if available)

Duration: full time 2 years contract (with the possibility to extend)

ABOUT ENERGY CITIES

Energy Cities is the European Association of local authorities in energy transition. Created in 1990, the association represents now more than 1,000 towns and cities in 30 countries.

Our vision: The low energy city with a high quality of life for all. Our agenda: Promote a decentralized and democratic energy system, ensuring cities are sufficiently empowered to remain in the driving seat of the energy transition.

Since 2009, Energy Cities is co-leading the secretariat of the [EU Covenant of Mayors initiative](#), a bottom-up movement of more than 7,750 cities and towns committed to voluntarily implement and exceed the European Union energy and climate objectives.

Energy Cities' dynamic and multicultural team is made up of 23 people from 9 nationalities. We have two main offices – Besançon in France and Brussels in Belgium.

More about us: www.energy-cities.eu

WE ARE LOOKING FOR A PROJECT MANAGER WHO WILL:

- Manage a European project Interreg North West Europe 'HeatNet' in which Energy Cities is involved as a project partner: administrative and financial management, reporting & monitoring, communication with project partners.
- Implement 'HeatNet' project activities, including:
 - o Develop technical guidance and policy papers about the 4th generation district heating & cooling (4DHC);
 - o Organise & facilitate capacity building workshops, webinars and study tours to improve the knowledge of key stakeholders such as public authorities and SMEs;
 - o Develop communication materials (leaflets, articles, etc.), popularising this technical topic and making it accessible to non-experts;
 - o Promote and disseminate project results via the project website and partners' communication channels, European conferences, European and national media and the organisation of final project event.

- Develop and implement a broader Energy Cities' strategy in the field of heating and cooling, capitalize existing cities' experiences and project results, prospect strategic partners and new project opportunities.
- Contribute to Energy Cities' work related to re-municipalisation of DHC companies and energy utilities, carry out exploratory studies and facilitate transfer of knowledge among municipalities on the topic.
- Contribute to Energy Cities' policy work related to smart cities & communities and heating & cooling.

About HeatNet:

HeatNet is an Interreg North West Europe (NWE). Its objective is to introduce and demonstrate 4th generation district heating & cooling (4DHC) in NWE. This is a low-temperature distribution system with minimised heat loss, integrated energy storage, integrated renewable energy sources and supply to multiple low energy buildings. It is being developed and tested in 6 local district heating and cooling networks in the UK, Ireland, Belgium, France, and the Netherlands.

[More info](#)

WHAT YOUR BACKGROUND SHOULD BE?

- Master level studies e.g. in engineering, sustainable urban development & planning or similar (technical background).
- Minimum 5 years working experience related to the topic of heating & cooling, urban planning or similar.

WHAT SKILLS SHOULD YOU HAVE?

- Experience with the project management.
- Proficient user level (C level) in English is required and independent user level (B level) in French or other EU languages is an advantage.
- Excellent written and oral communication skills as well as facilitation and training skills.
- Excellent organizational skills.
- Ability to work as in an international and intercultural team and environment.
- Ability to demonstrate initiative and a proactive approach to daily tasks.
- Computer literate including website Content Management System.

CONTRACT

- The contract will be made under the French or Belgian law.
- Full time contract of 2 years with a possibility to be extended.
- Location: Besançon or Brussels.
- Availability to travel in Europe in particular.
- Salary conditions: depending on candidate experience and according to Energy Cities' salary grid.
- Holidays per year: 26.5 days.
- Working time: 39 hours (France) or 38 hours (Belgium) working week, compensated by 20 RTT (France) or 20 extra-legal holidays (Belgium) per year.
- Other advantages (depending on contract under French or Belgian law): Attractive health insurance package; prévoyance package/group insurance ("assurance groupe") in place; restaurant vouchers; public transport season ticket.
- Starting 1st November 2018 and ending 31st October 2020.

DO YOU WANT TO JOIN US?

- Applicants must have the legal right to be employed either in France or in Belgium.
- **To apply, please send a motivation letter AND your CV (in [Europass format](#)) to Jean-Pierre VALLAR, Managing Director Energy Cities: jean-pierre.vallar@energy-cities.eu**
- Closing date for applications: **24 August 2018.**
- **Only short-listed candidates will be contacted and interviewed** (online interviews with successful candidates can be expected in the week of 10-14 September).