



Position: 6-Month Research and Project Management Internship: Renewable Energy

Period: February/March 2021 to July/August 2021

About REN21

REN21 is the only global renewable energy community of actors from science, governments, NGOs and industry. We provide up-to-date and peer-reviewed facts, figures and analysis of global developments in technology, policies and markets. Our goal: enable decision-makers to make the transition to renewable energy happen – now. For more information visit www.ren21.net.

Position Description

REN21 is seeking an intern to support the production process of the *Renewables Global Status Report (GSR)*, a flagship publication of REN21 produced annually since 2005. As the success of the report depends largely on input provided by our community of international energy experts, your help managing communications with the network and support for data collection and the review process will be crucial. The position will be rounded out by additional research support opportunities.

Responsibilities

- Support REN21 in its community management, outreach and research activities, including:
 - ✓ Liaising with existing experts and identifying and reaching out to new experts
 - ✓ Ensuring a high quantity of expert input during data collection and review processes
 - ✓ Monitoring data coverage and closing data gaps
 - ✓ Managing email campaigns and facilitating regular communication with the community
- Carry out data management and analysis for the Renewables Global Status Report (GSR) and other REN21 publications
- Manage and update the GSR research database
- Support managing and maintaining online platforms for data collection (website and questionnaire)
- Support the GSR production process in general
- Carry out occasional research support as needed
- Assist the REN21 Secretariat as needed

Profile Required

The applicant must have critical skills such as creativity, solid analytical approach, autonomy and the courage to present ideas. The ability to work in a fast-paced, international environment and innate curiosity are also welcome.

In addition, we require:

- An academic background in energy/environment, engineering, social science, political science, economics, sustainability or similar (Bachelor's Degree/Bac+3 minimum)
- Good knowledge of data management and analysis
- Familiarity with community management, outreach, large email campaigns; experience communicating with a diverse, international audience is an advantage
- Ability to present material clearly with attention to detail

- Excellent written and spoken English; other languages are a valuable asset
- IT skills and interest: fluency in Excel is critical; competency in Word and PowerPoint; knowledge of WordPress is a plus
- An interest in renewable energy, energy efficiency, energy access, general energy issues, sustainable development, or environmental and social challenges

The successful candidate must:

- Already have the legal right to work in France or have EU citizenship
- Be enrolled in an academic institution **OR** have recently graduated (within last six months)

The working language at REN21 is English. The position is **full-time, paid (EUR 800/month)**, and is based in **Paris**. Interns are entitled to **2 vacation days/month** in addition to the official UN holidays. The internship will start in February/March 2021.

To apply, please send a CV and a cover letter outlining your suitability and interest in the position through this [form \(https://survey.sogosurvey.com/r/2XR0ID\)](https://survey.sogosurvey.com/r/2XR0ID). **Deadline for submissions is 6th of December 2020, 10 pm CET**. For any issues, please contact us at gsr@ren21.net and mention “**REN21 Research and Project Management Internship: Renewable Energy (GSR)**” in the e-mail header. Please note that only short-listed candidates will be contacted.