

Position: 6 Months Internship: Community Management/Research – Cities

Period: As soon as possible, for a duration of 6 months

About REN21

REN21 is an international network of thought leaders and energy experts committed to the rapid global transformation to renewable energy. REN21 provides high-quality information to drive action in three areas: policy, advocacy and exchange. We work to change how people think about renewables.

Position Description

REN21 is currently preparing the first edition of the *Renewables in Cities Global Status Report* with content and style mirroring REN21's annual *Renewables Global Status Report*. The success of the report depends largely on input provided by our community of international energy experts. Your help is needed for data collection, managing communications with the network and working on the review process. There will also need for some research.

Responsibilities

- Help with research on renewable energy in cities to close data gaps
- Review chapters to check for errors, inconsistencies in data and messaging, etc.
- Work with team on community management and outreach activities, including:
 - Liaising with existing expert contacts and identifying and reaching out to new experts
 - Ensuring a high quantity of expert input during data collection and review processes
 - Managing email campaigns and ensuring regular communication with the community
- Support managing and maintaining online platforms for data collection (website and questionnaire) and review processes, incorporate comments following peer review
- Support the *Renewables in Cities Global Status Report* process in general
- 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 an international team and innate curiosity are also welcome.

In addition, we require:

- An interest in renewable energy, energy access, general energy issues, sustainable development
- An educational background in energy/environment, engineering, urban planning, social science, political science, economics, or similar
- Good knowledge of data management ; fluency in Excel is critical
- Good knowledge of community management, outreach, large email campaigns; experience communicating with a diverse, international audience is an advantage
- Experience on cities and their role in the climate/energy debate is an asset.
- IT skills and interest; competency in Word and PowerPoint; knowledge of Word Press would be a plus
- Attention to detail, ability to present material clearly and concisely, and excellent written and spoken English; other languages are an asset

The successful candidate must:

- Already have the legal right to work in France or another EU country
- Be enrolled in an academic institution **OR** have recently graduated (12 months or less) **OR** be between 2 degrees



The working language of REN21 is English. The position is full-time, paid, based in Paris, and will start **as soon as possible, for a duration of 6 months.**

To apply, please send a CV and a cover letter outlining your suitability and interest in the position to RE_cities@ren21.net. **Deadline for submissions is 18 August 2019.** Please mention “**REN21 Community Management/Research - Cities**” in the e-mail header. Please note that only short-listed candidates will be contacted.

For more information about us, check out our website: www.ren21.net