



## RACE TO ZERO CAMPAIGN ASSOCIATE

### The Role at a Glance

<b>The Role</b>	The Race to Zero Associate will play a pivotal role in the High-Level Climate Champions team. The Race to Zero Associate will provide support to the Race to Zero Campaign Manager and be responsible for helping to deliver the Campaign strategy for 2022 and shape its direction for 2023.
<b>Contract type</b>	Independent contractor or sponsored secondment
<b>Contract duration</b>	12 months
<b>Remuneration level</b>	<p>Where an individual will take up a contract directly with the Climate Champions, remunerations will be in line with market rates, and commensurate with experience and location.</p> <p>Remuneration is inclusive of annual leave. Where an individual is seconded from an organisation, we expect the employer to be responsible for all matters relating to remuneration and benefits</p>
<b>Start date</b>	as soon as possible
<b>Location</b>	London
<b>Annual leave</b>	4 weeks unpaid leave
<b>Reporting to</b>	Race to Zero Campaign Manager
<b>Other</b>	<ul style="list-style-type: none"> <li>• The candidate is expected to work from home, with occasional travel as and when requested.</li> <li>• In some locations, a collaborative office space may be available.</li> <li>• The candidate is expected to provide and maintain their own ICT and work tools.</li> <li>• Out of town travel and other work related expenses will be reimbursed in line with the travel and expense policy</li> </ul>
<b>Recruitment process</b>	<p>Please submit your CV and brief cover letter (no more than one A4 page). to <a href="mailto:opportunities@climatechampions.team">opportunities@climatechampions.team</a></p> <p><b>Please mention 'HLC RtZ Associate' in the subject of your email.</b></p> <p>Applications will be assessed on a rolling basis starting 14 April, with virtual interviews taking place virtually soon after.</p>

# The Climate Champions Team



## Background

The Climate Champions Team provides support to the UNFCCC High Level Climate Champions to deliver on the mandate from Parties: to drive climate action and enhance ambition by non-state actors. Working with the Marrakech Partnership and other partners, we mobilise businesses, investors, cities, regions and civil society and act as a bridge between non-state actors and national governments to reach the goals of the Paris Agreement. At COP26, the two serving High Level Climate Champions launched [a five year plan](#) to deliver on the mandate from Parties. It sets out objectives and details of the tools employed to achieve them, across six key functions for the work of the Climate Champions Team for the period 2021 - 2025.

The global team is resourced to support the major campaigns [Race to Resilience](#), [Race to Zero](#) and [Glasgow Finance Alliance for Net Zero \(GFANZ\)](#), as well as sector-focused systems transformation using the [Climate Action Pathways](#), and [2030 Breakthroughs](#). Alongside this, we are continuing to strengthen the accountability mechanisms of the campaigns and assess the overall state of systems transformation as we prepare to support the global stocktake.

This year, the Race to Zero focuses on harnessing the momentum built to date and translating this into meaningful and impactful climate action, delivering science-aligned progress to halve global emissions by 2030.

To help us deliver on the campaign priorities and build the strategy for 2023, the Race to Zero is looking for an Associate. It is a role that provides an opportunity to contribute to solving the most pressing challenge of our time and it will suit you if you are mission driven and thrive in fast-paced, ever-evolving and diverse teams.

## Overview of the role

As the Race to Zero Associate, you will support the strategy and implementation of the Race to Zero campaign, working in a close-knit Campaigns team with exposure to other Climate Champions teams, including in particular Strategic Communications.

### Key responsibilities include:

#### 1. Race to Zero stakeholder support:

- Partners
  - Liaison with Partners e.g. coordinating monthly meetings, newsletters / updates
  - Manage incoming requests and enquiries and meeting with stakeholders

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- Engagement with existing partners to bring on board new members at key milestones.
- Horizon scan for new initiatives
- Lead the coordination of Partner working groups
- Members
  - Agree on projected numbers / participants with each individual partner.
  - Engage with leading members to gather case study stories.
  - Identify key new members to target (in collaboration with IPU / Business Engagement / RHs)
- Accelerators
  - Establish strategy for Accelerators in Race to Zero
  - Engage Accelerators on monthly basis to update them on RtZ strategy
  - Horizon scan for new Accelerators (especially regional)
  - Track progress of Accelerators (recruitment progress, events, communications)

## 2. 2022 Criteria Consultation support:

- Support the management of the criteria consultation process
- Co-lead the creation of the closing session
- Lead the Written feedback track of the criteria consultation process
- Support the drafting of strengthened and enhanced criteria

## 3. Regular support for Race to Zero Expert Peer Review Group and technical group:

- Coordinate pipeline of new initiatives directly with EPRG Chairs at Oxford
- Coordinate with EPRG members for monthly meetings
- Support the annual review process for existing Partner initiatives
- Liaise with applying partners to support them through the application process

## 4. Keeping materials/websites updated and preparing new assets e.g.:

- Update overview decks / criteria documents / reports / and all other promotional / substantive materials
- Liaise with website editor to keep RtZ section of the website updated
- Keeping Race to Zero Master List updated

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- Keeping Race to Zero data updated
- Keeping Race to Zero website updated
- Identify opportunities for communications and events for Race to Zero

## About You

The successful candidate will have significant experience in project management roles. Have experience in working on campaigns with multiple stakeholders. You will be a highly motivated self-starter, willing to work across different time zones and cultures in a high-profile, fast-paced environment. You will be comfortable juggling different priorities and balancing multiple - and at times - competing demands and work in ways which are highly collaborative and engaging with a wide range of stakeholders at all levels and across all sectors of the economy, policy and society.

## The following requirements are essential:

- Excellent process and project management skills, with ability to juggle multiple priorities and deadlines, change, and bring out the best in a diverse team across a broad range of global geographies and time zones.
- A self-starter, with a desire to learn and adapt as the campaign evolves.
- Stakeholder engagement with a range of different organisations working on climate change and demonstrated ability to build effective partnerships.
- Familiarity with issues on impacts of climate change across a wide range of thematic areas in the private, public and civil society sectors. In depth knowledge of decarbonisation pathways and science-aligned climate action will be an added advantage.
- Excellent communications skills, verbal and written in English. Working knowledge of other languages would be a strong asset.
- Collaborative and collegial working style, and a strong team player.
- Commitment to the Climate Champions core values (below)

## Core Values

- **Unite behind the science:** we commit to make the changes scientists tell us are needed.
- **Build upon the incredible work to date:** we will cross-fertilize and amplify the work of the

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many heroes who have already committed so much to addressing climate change.

- **Take into account different ideas and perspectives:** we're willing to be challenged and to challenge, we look for the best in people and the best, most sound and most credible ideas, wherever they come from.
- **Practice stubborn optimism:** we recognize the scale of the problem, combined with an absolute determination to build our way out.
- **Seek progress not perfection:** all of us can be criticised and many of those best able to advance this issue are currently the biggest causes of it. We can't allow cynical greenwashing, but all who are serious about tackling climate change positively will be welcomed.
- **Be humble and generous:** we keep our egos in check and work together for the good of the whole

## Code of Conduct

As a member of the Climate Champions Team you are required to adhere to the highest standards of conduct and behaviour, protecting the integrity of the mandate from Parties, the UNFCCC process, the UNFCCC institution and the COP presidency. Shortly after joining, there will be a number of mandatory induction meetings to ensure you have the information and tools needed to work to the highest standards.

## Contract information

The Climate Champions Team is a programme of work under the not for profit administrative host body Rockefeller Philanthropy Advisors (RPA). The contract for this role will be drafted within the Climate Champions Team and signed by the post holder and a senior representative of RPA. Find out [more about RPA here](#).