

The Climate Champions Team



EDITORIAL AND CONTENT WRITER - Maternity Leave Cover

The role	<p>The editorial and content writer will be responsible for writing much of the High-Level Climate Champions' external communications content, including an analytical newsletter, opinion articles, media responses and other messaging.</p> <p>This role requires strong writing and editing experience, with the ability to turn ample and often complicated information into newsy, easily digestible and powerful messages.</p> <p>Journalism and/or written communications experience is welcome.</p>
Contract type	Independent contractor, three days per week [and full time during COP27, 6-18 November]
Contract duration	Six months, with the possibility of extension
Remuneration	In line with market rates, and depending on experience and location. The remuneration is inclusive of pension, annual leave and all benefits.
Start date	Early September - with 2 week handover
Location	Flexible. We are a global team. However, travel to Egypt for COP27 is required.
Annual leave	3 weeks unpaid - after COP as the role will be intensive pre- and during COP
Reporting to	Matthew Phillips, Communications Director
Other	<ul style="list-style-type: none"> ● The candidate is expected to work from home, with occasional travel as and when requested. ● In some locations, a collaborative office space may be available. ● The candidate is expected to provide and maintain their own ICT and work tools. ● Out of town travel and other work related expenses will be reimbursed in line with Climate Champions travel and expense policy.
Recruitment process	<p>Submit your CV and 2-3 examples or links to your written work to opportunities@climatechampions.team. Please mention 'Editorial and Content Writer' in the subject of your email.</p> <p>Applications will be assessed on a rolling basis, with interviews taking place virtually, until we find the right candidate for the role.</p>

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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.

To help us deliver on our plan for COP27 in November and beyond, we now need an Editorial and Content Writer. This position will begin as a maternity cover, but there is an option of extending after six months.

Responsibilities

The Editorial and Content Writer sits within the Strategic Communications unit, but the role requires close communication and cooperation with sector experts across the High-Level Champions team.

You will be keeping track of announcements, reports, events and other developments coming from the HLCs and their partners, and thinking about if and how best to communicate them through the newsletter, opinion pieces, report forewords, talking points, etc.

This is initially a maternity cover position for six months, but there could be options to extend the contract after six months.

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Responsibilities include:

- Writing a [newsletter](#) on behalf of the High-Level Champions, Nigel Topping and Mahmoud Mohieldin, published by the UNFCCC and LinkedIn. This is usually published fortnightly, but becomes daily over the two weeks of COP27 in Sharm El-Sheikh. (An example from COP26 [here](#)).
 - The newsletter is made up of short, analytical stories that weave together news, events and narratives coming from the HLCs and partners, and during COP27 will look ahead each morning to the announcements and themes of the day.
 - This requires close coordination with the team's sector experts as well as the UNFCCC's communications team and partner organisations.
 - It also requires a strong editorial eye, with an ability to shorten and simplify a lot of often detailed information coming from sector experts (for example in energy, finance, nature and politics).
- Maintaining an editorial calendar keeping track of the HLCs' planned announcements and events as well as wider climate news, and planning newsletter and other content accordingly.
- Planning and writing opinion articles, media interview responses, report forewords, talking points and other content on behalf of Nigel Topping and Mahmoud Mohieldin.
 - This requires a close study of the HLCs' speaking style and understanding of news, events and messages from across the climate community.

About you

You will be a highly motivated self-starter, willing to work across different time zones and cultures in a high-profile, fast-paced environment.

Required skills and experience:

- A proven record of exceptional writing, editing and messaging skills
- Previous work experience in journalism or communications
- An in-depth understanding of climate change issues and climate action across businesses, investors, cities and regions as well as national governments
- An understanding of UN COPs, including the politics and run of events

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- Ability to write quickly, clearly and accurately and meet deadlines
- Ability to report to manage competing deadlines, often working at your own hours and pace
- Ability to pursue long-term objectives by translating them into short-term goals
- Strong analytical skills and attention to detail
- Collaborative and collegial working style, and a strong team player
- Determination to support climate action, and a 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 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 criticized 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.