Communications Officer Europe

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<th>Short summary/strapline</th>
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<td>Bring your communications expertise to help Europe rapidly reduce emissions by transforming the power system.</td>
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<th>Description</th>
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| Ember is recruiting a Communications Officer in Europe who is an excellent communicator with strong attention to detail, has some administrative and social media experience and the ability to adapt in a fast-paced environment to push our communications work in Europe to the next level.  

We already have a great reputation for providing clear and captivating data-driven content and communications materials that have helped shape the narrative around the electricity transition, empower campaigners and/or resulted in both direct and indirect policy change. Your work will have a real impact in moving the world towards a decarbonised electricity system, in a fast-growing and innovative organisation as we continue to expand internationally.  

You will support and contribute to the rest of the Ember communications team as well as the Europe policy team to help ensure clear communication of Ember’s messages across all channels for audience groups in our target European countries and further strengthening Ember’s global reputation in the climate and energy space. |

| The role will report to the Europe Communications Manager. |

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<th>Key responsibilities</th>
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| • Deliver towards Ember’s communications strategies at both a European and global level  
• Create and deliver a dissemination plan for each publication, and produce communications materials across all relevant channels (e.g. press releases, social media posts)  
• Schedule social media content (Twitter, Facebook, LinkedIn, Instagram and YouTube) and create engaging visual and video content using Canva  
• Provide editorial support to the Europe policy team to improve the quality and clarity of Ember’s research publications, ensuring that all final Ember outputs are clear, visually engaging, proofread and in line with the organisation’s voice and style guidelines  
• Foster our network across Europe and maintain a database of contacts, including press and key stakeholders  
• Update and maintain the Ember website using Wordpress  
• Liaise with external designers, translators and other third parties to ensure that all outputs are completed on time and to high quality  
• Research new outreach opportunities for Ember such as podcasts, events, awards  
• Regularly collect key metrics to evaluate Ember’s communications impact |
Location
Remote (Europe time zones)

Requirements

Must have
- A passion for tackling climate change and accelerating renewables in Europe
- At least 2 years of experience in communications
- Excellent communications skills, both written and verbal
- A track record of creating/using content for a range of audiences and formats (e.g. website, social media, emails, press releases)
- Good organisational skills and ability to balance multiple tasks independently
- Commitment to learning new skills, particularly digital technologies
- Attention to detail, reliably completing tasks to a high standard
- Fluent in English

Nice to have
- Experience working for a think tank, NGO or other not-for-profit organisation
- Knowledge of energy/climate or EU policy landscape
- Familiarity with communications and content management tools (e.g. Hootsuite, Wordpress)
- Basic proficiency in design programs like Canva and/or any Adobe CC products
- Fascination with data storytelling and data visualisation, to complement Ember’s strong Data and Dataviz teams
- Fluent in a European language, ideally Central and Eastern European

We are especially keen to encourage applications from people underrepresented in climate change analysis and campaigning. Climate change is a race issue, a class issue, and a gender issue. We welcome applicants with lived experiences of these issues.

Benefits

Salary: £35,000-£38,500 with potential progression to £47,250. Salaries may be adjusted depending on location, but will not be below 75% of advertised figure.
Contract: Full time (but only working 9 days every fortnight with no reduction in pay), permanent subject to a 3 month probationary period. For employees based outside of the UK, a local payroll contract is available, dependent on the country.

Further benefits: We offer a competitive benefits package, including:
- We operate a nine-day fortnight meaning our full-time staff are given every other Friday off work with no reduction in pay or compressed hours
- 25 days holiday, plus UK bank holidays (unless local statutory minimums are higher)
- For each year that you’re part of the team at Ember you’ll receive an additional day of holiday, up to a maximum of 5 additional days.
- Generous paid maternity and paternity leave
- Flexible working conditions, including the opportunity for part-time work and home working.
- Access to a local working space can be arranged
- Free annual eye tests
- Access to a counselling service
- Funding and allocated time for your training and development
- Paid volunteer day
- Two paid days off to enable low carbon travel
- Time off to donate blood
- Season Ticket loan

### About Ember

Ember is an independent, not-for-profit energy think tank that aims to shift the world to clean electricity using data. We gather, curate and analyse data on the global power system - and use our findings to improve energy and climate policy. You'll be joining us at a period of rapid growth, and be part of an innovative team that's having a global impact in tackling climate change. We are also a founding member of Subak, the world’s first non-profit accelerator that scales climate impact through data, policy and behaviour change.

See our work at www.ember-climate.org and https://twitter.com/EmberClimate