

IGDP JOB ANNOUNCEMENT

Beijing, China

JOB DESCRIPTION AND QUALIFICATIONS

Position

Deputy Executive Director for Research and Programs

Job Description

iGDP is seeking a full-time Deputy Executive Director for Research and Programs. This is a management position, reporting to the director of the institute. The candidate will formulate, promote and implement the strategies and work plans of iGDP's main project teams, ensuring the quality and influence of research and projects, and managing and continuously improving the high professional standards and vitality of the teams.

Planning and implementation

- Develop work plans and output requirements for key work areas
- Coordinate the team, promote research and project work plans, control overall implementation progress, and make timely adjustments
- Provide timely feedback and daily guidance to team members on their work
- Ensure the smooth development of external communication, seminars, exchanges, evaluations, etc. required by the project

Quality and impact

- Responsible for the high professional standards of research and project design and the quality of research results
- Assist teams to identify the core content of projects and research results, and respond promptly to industry trends
- Ensure dissemination and impact of research and project outputs
- Represent the organization at professional conferences and accept media interviews

Team management

- Follow up on the latest policies, technological developments, the most advanced research tools and resources, and apply them to projects to ensure that the team's technical capabilities keep pace with new developments
- As a part of iGDP's management team, participate in the formulation, implementation and adjustment of institutional strategies

- Communicate on behalf of iGDP with funders and other stakeholders
- Budgeting and financial management as necessary

Qualifications

Education and experience

- Doctoral degree in a related field, at least 10 years of working experience in project management and team management in climate, energy, local low-carbon transformation, green economy or other related fields
- Work experience in think tanks at home and abroad, with strategic vision and an international perspective, recognized by peers at home and abroad
- A demonstrated track-record of research, project implementation or policy advocacy achievements

Skills and qualities

- Comprehensive research project planning, organization and execution capabilities
- Expert-level research capabilities in the fields of energy, climate and environment
- Excellent communication skills, collaborative spirit and execution ability
- Excellent writing skills in Chinese and English
- Confident and a proactive attitude, passion for learning new skills and innovation, positive contribution to iGDP's work culture

ABOUT iGDP

The Institute for Global Decarbonization Progress (iGDP) is a non-profit think tank focused on green and low-carbon development. Established in Beijing in 2014, iGDP is rooted in China's decarbonization practices and is committed to the global effort to address climate change. iGDP provides policymakers, impact investors, and practitioners with forward-thinking solutions and knowledge products from an international perspective.

Through interdisciplinary, systematic, and empirical policy research, iGDP promotes scientifically-grounded energy and climate solutions with high implementation and investment feasibility. iGDP works with all stakeholders to promote cross-border communication, tell the story of the actions that China is taking to promote green and low-carbon development on the ground, and contribute to global sustainable development.

iGDP's team of research analysts and communication specialists has expertise in energy systems, policy modeling and analysis, environmental economics, and strategic communications. iGDP has created cutting edge low-carbon analysis tools and data and information platforms. It has produced policy-relevant reports on low-carbon development

practices in China and abroad, clean energy, green finance, carbon pricing, city and provincial decarbonization, sustainable agri-food systems, and methane reduction. iGDP's research is focused on practical actions that drive down emissions, including provincial and city-level roadmaps for carbon peaking and carbon neutrality, equitable regional energy transitions, zero-carbon park planning, financial institution stress testing, zero waste city planning, and low-carbon community actions. This research has covered nearly 30 provinces and regions, more than 100 cities, and more than 20 countries.

iGDP serves as the secretariat of China's Green and Low Carbon Development Think Tank Partnership and the governing body of the Green Finance Professional Committee of the Chinese Society of Finance. It is an expert member of the Northeast Asia Low Carbon Cities Platform of UNESCAP's North-East Asian Subregional Programme for Environmental Cooperation, a member of the Global Methane Initiative Project Network, and a consultative organization to the United Nations Environment Program, Intergovernmental Panel on Climate Change, and Intergovernmental Panel on Climate Change.

iGDP's major areas of work are Climate Governance, Non-CO2 Emissions, Energy Transitions, and Market-based Instruments. Key projects include: Decarbonizing China's Agri-food System and Non-CO2 Emissions Reductions; Energy Policy Modeling at National, Provincial and Municipal Levels; Understanding the Implications for China of the EU's Carbon Border Adjustment Mechanism; China Carbon Neutrality Tracker and Taking the Pulse – providing up-to-date national and sub-national carbon neutrality actions; Understanding China's NDC; Low-carbon and Green Index for Cities; and Capturing China's Energy Data.

iGDP strives to foster an inclusive work environment that embraces the strength of cultures and individuals. We are committed to fair and competitive recruitment, advancement and compensation.

HOW TO APPLY

Please send your cover letter together with your resume in both Chinese and English to hr@igdp.cn

Only selected candidates will receive an invitation for interviews within 7 working days.

Please indicate in the email subject line: Position + Name.

The application deadline is **March 31, 2024**.

If you want to know more about iGDP, please visit our official website: www.igdp.cn