



Research and Environment Expert Co-PLAN, Institute for Habitat Development

Co-PLAN is a non-profit organization that has contributed to sustainable development by enabling good urban and regional governance, tackling key environmental issues, developing civil society, impacting policies, and promoting community participation knowledge making since 1995.

At the core of Co-PLAN's activity is the work with people and institutions, to foster tangible social transformation and positive change on the ground by inducing change-driving knowledge in our society for smart management of our habitat. Co-PLAN fulfils this mission through means of pilot activities and advisory services financed by national and international institutions and direct involvement with

communities, local government units and other non-governmental organizations in the field of urban and regional management, environmental management, and municipal finance.

Co-PLAN is announcing a vacancy for the position of a "Research and Environment Expert":

Main Duties and Responsibilities, comprise direct engagement with Co-PLAN Urban Environmental Management Unit for the implementation of activities and projects managed by this unit. For instance:

- Research and Project Acquisition (familiar with EU, H2020 and IPA calls)
- Capacity building, Project Implementation and Reporting
- Sub-grantee monitoring and grant management.
- Waste Management and Alternative Fuels
- Air Pollution, Noise Pollution and Urban Ecosystems data.
- Environmental Impact Assessment/ Strategic Environmental Management
- Environmental Legislation (National and EU Directives)
- Engage with site activities/actions and monitoring practice.
- Work in the realm of Energy, Renewables, Mobility, Pollution Calculation and Smart Cities.
- Should be able to conduct and deliver thematic articles both in Albanian and English regarding recent developments/topic in the realm of environment.
- Assistance to the policy and research experts during research activities and policy writing on themes pertinent to Environmental Management;

Qualifications and Skills:

- MSc degree in Environmental Engineering, Environmental Science or Management, or in a relevant field of environment;
- Not less than 5 **years** of relevant professional experience
- Fluent communication and qualitative writing skills in English and Albanian;
- Good organization and facilitation skills for conferences, meetings, workshops;
- Ability to work off own initiative and to proactively follow and tune-into the dynamics of teamwork;
- Be available to travel and work, both outside of Tirana and Albania.
- Excellent working competences on Office package and added asset for each candidate with high working skills project acquisition and research.



Application procedure

To apply for this position please send the following:

- CV (euro-pass) and a letter of reference (in English);
- Your most recent publication (in English or Albanian);

Applications are accepted until **March 17th 2021, 17:00h.**

Co-PLAN, Institute for Habitat Development is an equal rights and opportunities employer. Short-listed candidates will be contacted for the 2nd stage of the selection process by March 22nd 2021.

All applications are to be sent to: co-plan@co-plan.org, rodion_gjoka@co-plan.org

* All application will be treated with strict confidentiality in compliance with Law No. 9887/2008 "On the Protection of Personal Data"