

Job Description



Position Title: Mobility Management Project Officer

Department: Global Initiatives

Reporting To: Network Manager, Mobility Management

Location: Beijing

Salary: Up to 170,000 RMB per annum (depending on experience)

Background

Created and led by cities, the C40 Cities Climate Leadership Group, now in its 10th year, connects more than 80 of the world's greatest cities, representing 550+ million people, and one quarter of the global economy. C40 is focused on tackling climate change and driving urban action that reduces greenhouse gas emissions and climate risks, while increasing the health, wellbeing and economic opportunities of urban citizens. The current chair of the C40 is Rio de Janeiro Mayor Eduardo Paes; three-term Mayor of New York City Michael R. Bloomberg serves as President of the Board.

Our international staff work with the C40 network under the leadership of city governments to deliver this mission. Using a data-driven approach, our team identifies and promotes the exchange of proven programmes and policies developed by cities; provides world-class research, technical expertise and access to key partners to deliver new programmes and policies with cities; and communicates cities' individual achievements and collective leadership.

C40 Initiatives and Networks

To drive city-to-city collaboration, C40 convenes networks – active and dynamic working groups of C40 cities with commonly identified opportunities, interests and priorities. These networks are organized under seven overarching themes or initiatives: Transportation; Energy; Solid Waste; Sustainable Communities; Measurement and Planning; Adaptation and Water; and Finance & Economic Development.

Transportation plays a crucial role in our cities as it hugely impacts the quality of people's lives, and is often the key means of accessing education, employment and essential services. At the same time, it is the sector where global greenhouse gas emissions are rising most quickly. The C40 Transportation Initiative works to facilitate and accelerate city efforts through three active networks on Bus Rapid Transit (BRT), Low Emissions Vehicles (LEV), and Mobility Management (MM).

The Mobility Management Network (the network) supports cities in delivering strategies and measures to improve integration across transit modes, make public transit more attractive and easier to use, as well as reduce and redistribute travel demand to help unlock the capacity of transport systems.

Cities are facing growing populations, resource constraints and environmental pressures, including poor air quality. Increasing transport supply alone is not enough; the demand side must be tackled as well. More connected transport-oriented urban policies have significant potential to reduce emissions and improve air quality. In Chinese cities, integrated transport planning could help reduce CO2 emission growth by 30%, when compared to their baseline scenarios.

Nine mega cities in China are members of C40; Beijing, Shanghai, Nanjing, Wuhan, Guangzhou, Shenzhen, Dalian, Chengdu and Hong Kong.

Mobility Management Project Officer

The Project Officer for this fixed term contract will support the Mobility Management Network Manager with engagement with Chinese cities who are members of C40.

Responsibilities:

- Facilitate outreach to Chinese cities who are interested in the Mobility Management Network, by working closely with the C40 East Asia Regional Director and Deputy Director
- Manage relationships with Chinese cities as they participate in network interactions, and acting as the first point of contact for them
- Carry out discussions, or supporting the Network Manager in carrying out discussions, with Chinese cities interested in the Mobility Management Network
- Review the network deliverables (including planned interactions, webinars and written materials) and contributing content and context relevant to Chinese cities, as necessary. Undertake research activities as needed, to help deliver this
- Undertake outreach to relevant local partners and institutions, as needed, to help deliver outcomes for the Mobility Management network
- Where necessary, providing informal English to Mandarin translation on email communications or interactions. Note, formal translation of network deliverables will be carried out by professional translators, although assistance in reviewing the quality of translation will be required
- Other reasonable tasks as they arise for the successful maintenance of relationships with the network.

Person Specification:

- Experience in managing professional relationships with Chinese government actors, including data gathering, providing information and scheduling meetings
- Experience in implementing projects or strategies, including delivering against milestones in a fast-paced environment
- Strong English language skills, both written and verbal
- Strong Mandarin language skills, both written and verbal
- Experience of transport policy, transport economics, public transport implementation and/or sustainable urban planning
- Knowledge of different Chinese city policies in transport demand management or urban planning, preferred
- Experience of facilitation and collaborative problem solving, preferred
- Experience of working across remote teams working in different timezones, preferred
- Advanced degree in a relevant discipline, preferred.

Other Requirements:

Applicants must already have the right to work in China. Some international travel will be required.

Application Process:

Interested applicants should submit curriculum vitae and cover letter in English, stating the current salary to careers@c40.org. Closing date for receipt of applications is **Monday, 08 August 2016**.

To learn more about the work of C40 and our cities, please visit www.c40.org, follow us on Twitter @c40cities and like us on Facebook at <http://www.facebook.com/C40Cities>.

C40 is an equal opportunities employer.