



JOB VACANCY

POSITION / Policy Advisor – Climate Diplomacy

CONTRACT TYPE / full time

CONTRACT OPTIONS / to be defined, with possibility of permanent contract

SALARY / gross annual salary starting from €25.000, commensurate with experience

START DATE / as soon as possible

WORK LOCATION / Milan, with remote work options

LANGUAGES / Italian and English. A third language is considered an advantage.

ORGANISATION

ECCO, Italy's first independent climate change think tank, is seeking an expert for its energy programme.

ECCO is a non-profit organisation, founded in early 2021 and registered as a Foundation. It is not tied to private interests and is financed exclusively by philanthropic or public resources.

ECCO has offices in Milan, Rome and Brussels. It brings together a team of around 40 professionals with extensive experience in institutions, academia, philanthropy, research centres, civil society and businesses to work in a multidisciplinary manner and turn renewal opportunities into reality.

ECCO's mission is to work in the public interest to accelerate climate action at national, European and global levels. **ECCO** operates in an innovative and collaborative way across finance, energy, industry, governance and geopolitics to develop fact-based and scientifically grounded analyses, solutions and transformative climate strategies, create new narratives and build political will for effective and timely climate action.

JOB DESCRIPTION AND OBJECTIVES

ECCO is looking for a Policy Advisor, ideally with at least two years of experience, to support the activities of the Climate Diplomacy programme.

In particular, the activities will include:

- ◇ analysis of key climate-related issues, countries' positions and their negotiation strategies within multilateral processes such as the G7, G20 and COPs, as well as Italy's bilateral relations (Mattei Plan, Rome Process);
- ◇ monitoring the annual diplomatic calendar and key international events relevant for planning diplomatic impact activities related to ECCO's work;
- ◇ writing briefings to inform the priorities and negotiation positions of Italy, G7 countries, and the European Commission during negotiations and key international political events (ministerial meetings, summits, international conferences) on climate-related issues, including NDCs, energy transition, industrial transformation, trade, finance, international development, adaptation and security;
- ◇ writing public briefings to inform the Italian and international public of key outcomes, processes and instruments of climate diplomacy;
- ◇ supporting the organisation of convenings with stakeholders relevant to climate diplomacy, including note-taking and preparation of background and final meeting materials;

- ◇ participating in relevant meetings within ECCO's main networks to represent ECCO's position through relevant contributions and report internally on the updates gathered;
- ◇ supporting the organisation of and participating in ECCO's international missions, particularly at the COPs.

REQUIRED SKILLS

- ◇ Knowledge of multilateral processes, particularly the G7, G20 and COP.
- ◇ Knowledge of issues related to climate action and their connection with geopolitics, security and international competitiveness.
- ◇ Ability to learn both horizontally across different topics and vertically through in-depth exploration of specific themes.
- ◇ Ability to write concise, clear and precise texts to inform political and institutional decisions.
- ◇ Strong written and oral public communication skills.
- ◇ Political tact regarding the interests at stake and the geopolitical and diplomatic relations between parties.
- ◇ Excellent ability to work with ECCO's partners, collaborate in internal teams, apply systemic, multidisciplinary and creative thinking, and the ability to learn quickly.

PERSONAL REQUIREMENTS AND EXPERIENCE

- ◇ Degree in a relevant discipline, with the possibility of considering different job profiles against proven experience. Advanced degrees are an advantage in the selection process.
- ◇ Work experience in the field of international relations relevant to climate. Experience in public institutions is an advantage.
- ◇ Experience in drafting briefs for political and institutional decisions, organising closed-door meetings and liaising with experts from different countries and professions.
- ◇ Proficiency in English and Italian at C1/C2 level. Knowledge of additional languages is an advantage.
- ◇ Personal motivation, intellectual curiosity, positivity and flexibility to achieve results, along with enthusiasm for the urgency of accelerating climate action.

APPLICATION

To apply, please send your application to jobs@eccoclimate.org with the subject "**Policy Advisor Climate Diplomacy**" by **30th April 2025**, attaching your CV (maximum two pages) and a one-page cover letter regarding the role in question and why you are the best candidate for this position.

Only applications that meet the position's requirements and competencies will be considered. Due to the high volume of applications, we will only contact candidates selected for the first interview.