

DIGITAL SUSTAINABILITY EXPERT

Keywords: (Digital) Sustainability, Environmental Impact Analysis/ EU projects / LCA/ Project Management

Contract: Permanent

Location: Zurich area

Start date: as soon as possible

JOB DESCRIPTION AND RESPONSIBILITIES

We are looking for a Digital Sustainability Expert with solid experience in sustainability assessment methodologies, frameworks, and strategies as well as EU/public funded Research and Innovation (R&I) projects.

In this role, the Digital Sustainability Expert will be managing, supervising and executing the implementation of research and innovation projects and services, where digital technologies can help address major environmental and societal challenges. The job involves strategic planning, monitoring, analysis, and implementation of sustainable digital practices across a variety of domains Digital for Planet is actively engaged in. The Digital Sustainability Expert will work closely with the Digital for Planet Director and the Executive Committee on the coordination of strategic and operational plans and activities.

Your responsibilities will include:

- Leading the development and implementation of sustainability assessment methodologies, frameworks and strategies (e.g. Environmental LCA, Life Cycle Costing, and Social LCA, etc) to evaluate, measure and optimize the environmental, social, and economic impacts of technologies and systems, organizations, and policies - both in public funded projects and services.
- Translating complex environmental, social, and economic impacts assessment data into actionable, high-level sustainability strategies within organizations and public funded projects.
- Leading or supporting the full cycle preparation of EU/public funded R&I project proposals with a strong emphasis on incorporating scientific insights from sustainability/environmental/climate science into project design and objectives linked to digital technologies design and innovation.
- Proactively engaging in project portfolio development activities, including conceiving and writing innovative research proposals, finding new ideas, identifying funding opportunities, scouting and selecting partners. Developing new partnerships and business opportunities in digital sustainability.
- Leading or executing assigned work packages and tasks, elaborating and writing technical deliverables in EC-funded R&I projects at the intersection of technology and sustainability.
- Monitoring and analysing national, international and EU-level policy initiatives that impact digital sustainability.

- Utilising specialised knowledge in environmental/climate science to inform the design and implementation of agendas, whitepapers, and/or strategies within assigned projects, ensuring alignment with cutting-edge research in the digital sustainability domain.
- Organising specialised discussions, workshops, and events with a variety of stakeholders across the digital and sustainability domains, fostering collaboration and knowledge exchange among key actors.
- Representing Digital for Planet in projects, consortia, meetings, and events. Delivering high-quality presentations; networking; establishing and maintaining strong long-lasting relationships with external partners.

In collaboration with the Digital for Planet team, you will contribute to defining and maintaining the organisation's image across digital sustainability-related activities in accordance with the mission and vision of the organisation, ensuring its continued success, in an advisory capacity and through the provision of valued professional contributions to other organisations, including the European Commission. Close collaboration is also expected with the activities and work led by Martel Innovate, the founding member of Digital for Planet.

You will actively engage in a friendly international environment, which will involve participating in international R&I projects across Europe (and beyond from time to time). In this respect, some travelling within (and rarely outside Europe) will be entailed.

SKILLS AND EXPERIENCE

- PhD/MSc in ICT (Computing) or Sustainability related domains or alternatively in Social Sciences related domains.
- Consolidated knowledge and experience (minimum 5 years) in some of the following topics: environmental impact assessment methodologies, sustainable/green technologies, sustainable digital supply chains, greenhouse gas emissions, standardisation, environmental modelling, circular economy, AI and Data for sustainability, digital/green twin transition, SDGs, EU Green Deal.
- High-level understanding of the environmental challenges facing society and the impact of digital technologies on the environment, society, and economy, including their associated effects and consequences (footprint) and the role of innovative and cross-disciplinary solutions in contributing to addressing environmental impact (handprint).
- Proven experience in managing and implementing activities in EU/public funded projects. Excellent knowledge of European/Swiss research and innovation programs.
- Proven experience in writing successful proposals for EC/public funded programs.
- Ability to negotiate and to cooperate with international partners and clients.
- Consolidated experience in technical/scientific writing and delivering technical oral presentations.
- Excellent written and spoken communication skills in English. German or French skills are a strong plus.
- Strong organizational and prioritization skills.

PERSONAL CHARACTERISTICS

- Self-initiative, responsibility, commitment, work ethics.
- Ability to take ownership and independently lead tasks and projects while working with autonomy and independence.
- Ability and enjoyment in working in multi-cultural collaborative environments and distributed international teams and to deliver high-quality results in a demanding and fast-paced environment that requires eventually meeting deadlines under time pressure.
- Strong analytical thinking and problem-solving capabilities. Attentive to details.
- Open, friendly and with a flexible mindset.
- Creative thinking and innovation-friendly spirit.

WE OFFER YOU

- 40-hour work week with flexible working hours.
- Flexible work arrangement options (office/home office).
- 13th salary and monthly allowance for private phone and internet expenses.
- Full employer coverage of Krankentaggeld (KTG)
- Yearly half-fare travel (Halbtax Abo) card paid by the company
- Entrepreneurial and matrix organized company with a non-hierarchical mindset

WHY D4P?

D4P provides a purposeful, creative, challenging, and dynamic multinational environment which encourages team spirit, cooperation and continuous learning. We offer exciting opportunities to take on new challenges and make a meaningful impact in the organization and in society. We value innovation, open communication, and a strong sense of ownership in every role. At D4P, you'll be part of an impactful, forward-thinking nonprofit organization. We support both personal and professional development, ensuring you grow alongside us and your work and the one of our organization contributes to a more sustainable, and equitable future.

DO YOU WANT TO APPLY?

Send via email to careers@digital4planet.org indicating “Digital Sustainability Expert” in the subject the following documents:

- Your CV
- A motivation letter
- Work certificates and/or letters of recommendation
- Any additional relevant documents

All applications will be treated as strictly confidential.

For any questions or additional information, feel free to reach out: sofija.ivkovic@digital4planet.org

ABOUT DIGITAL FOR PLANET

Digital for Planet is a nonprofit organization supporting the development and adoption of sustainable digital technologies and solutions for an equitable and sustainable development of our economy and society. Our vision is a world where sustainable and ethical digital technologies empower humanity to protect and regenerate the environment, while driving sustainable societal and economic progress for all.