



Project manager – expert in buildings’ energy performance

The Buildings Performance Institute Europe (BPIE) is a not-for-profit think-tank with a focus on independent analysis and knowledge dissemination, supporting evidence-based policy making in the field of energy performance in buildings throughout Europe and beyond.

BPIE has a multifaceted approach to achieving efficiency improvements in buildings, and promotes policy support to further improve regulatory measures, financial incentives and market conditions that lead to the construction and retrofit of buildings with a high energy performance. BPIE provides open-source research, analysis, knowledge-sharing and advisory activities to the European Institutions, policy-makers in EU Member States and neighbouring countries, the scientific community as well as private sector stakeholders and the civil society. In Central and Eastern EU, BPIE has established country initiatives in order to support the implementation of the EU buildings policies and related efforts to capacity building.

The BPIE team is a multi-national and dynamic group of dedicated individuals, focusing on a results-oriented and analytical work culture in a trustful and open-minded atmosphere. BPIE is extending its team and is offering an opportunity to contribute to the further expansion and development of our work in an exciting environment in Brussels. www.bpie.eu

RESPONSIBILITIES

Reporting to the Head of Research, the roles and responsibilities as Project Manager are:

- Manage research projects in relation to energy performance in buildings from conceptualisation to completion.
- Undertake research in relation to buildings policies, with a focus on:
 - Strategies and specific instruments to increase both renovation rate and depth on European, national and local level;
 - Collection and assessment of building performance related data.
- Draft reports, present and discuss complex technical issues, implying excellent understanding of current challenges and opportunities regarding the EU policy framework of building performance at large.
- Manage stakeholder relationships as required by assigned projects.
- Engage and maintain good relationships with relevant stakeholders such as policy makers and experts from the European Institutions, research institutes and industry.
- Support fundraising activities and proposal preparation as requested.
- Collaborate constructively with other team members as required.

REQUIRED QUALIFICATIONS

- Master’s degree in relevant discipline, such as architecture, engineering, economics, political/environmental sciences or equivalent with a focus on energy performance of buildings.
- At least 3 years experience as project manager with projects related to building performance.
- Technical knowledge on energy performance calculation methodologies, cost optimal calculations or Energy Performance Certification schemes.
- Familiarity with the EU and Member States energy and climate policies, with a focus on building performance, combined with a good understanding of the current challenges.

- Proven experience in drafting reports and papers, presenting and debating technical or political topics related to the energy performance of buildings.

DESIRABLE SKILLS

- Experience in technical building related aspects such as:
 - database development, collection and assessment of data;
 - building performance models, BIM, performance monitoring, designed vs real energy consumption, etc.
- Experience in policy analysis in the areas of energy efficiency, renewable energy in buildings, smart buildings and the wider energy system is an asset
- Experience in liaising with stakeholders from private sector, national governments and EU institutions.
- In-depth knowledge of building energy regulation in at least one EU member state.

PERSONAL SKILLS

- A minimum of 5 years relevant professional experience.
- Ability to work with tight deadlines, and manage contributions to several projects simultaneously.
- Willingness to work in a small, multicultural team and to be a pro-active and constructive team player.
- Creative thinker and innovative researcher.
- Excellent writing and oral communication skills.
- Fluency in English, and good knowledge of at least another European language.
- Ability and willingness to travel, primarily in Europe.

The successful candidate will be a team player with a passion to address climate change and a keen interest to improve and innovate policy making in the field of buildings efficiency.

CONDITIONS

The candidate will work from the BPIE office in Brussels. BPIE offers a permanent full-time contract under the Belgian law. Attractive package includes benefits, aligned with experience and skills.

CONTACT

A CV and cover letter should be sent to Chantal Despret at the following email address: chantal.despret@bpie.eu. Deadline to apply is 09 July, 2017. Please include the job title "Project Manager" and your name in the subject line of the email.

We regret that we are not able to acknowledge all applications received. Please note that only suitable candidates will be contacted for interview. Please, no telephone calls.