



POSITION DESCRIPTION

POSITION TITLE: Staff Attorney

LOCATION: Geneva, Switzerland

PROGRAM: Environmental Health, Climate & Energy

SALARY: D.o.E.

SUPERVISOR: Senior Attorney, C&E, Program Director, EH

SUMMARY DESCRIPTION:

The Center for International Environmental Law (CIEL) seeks a **Staff Attorney** to support both its Climate and Energy (C&E) and Environmental Health (EH) programs. The C&E program works to accelerate the transition away from fossil fuels and place people at the center of climate policies. CIEL's EH program works to strengthen regulation of toxic substances and protect communities and families worldwide from toxic risks.

The Staff Attorney will focus approximately 60% time under the C&E program to engage with UN human rights institutions regarding obligations of individual countries and relevant human rights issues. The Staff Attorney will conduct research regarding the integration of human rights in national climate policies under the Paris Agreement and will be expected to support the advocacy of civil society coalitions at the UN Climate Conference (COP-25) in Santiago, Chile in December, 2019.

Within the EH program (approximately 40% time), the Staff Attorney will support a growing campaign to address the human and environmental impacts of plastic production, use, and disposal worldwide, including securing a mandate within the United Nations to negotiate a new global agreement to address the plastic crisis. The Staff Attorney will participate actively in key international fora, engage with relevant decision-makers, and equip, strengthen, and align partners worldwide to define, develop, and achieve policy objectives within the United Nations, the Basel, Rotterdam, and Stockholm (BRS) conventions, human rights institutions, and beyond.

To perform this dual role, the Staff Attorney will have familiarity with the linkages between human rights and climate change and familiarity with the sources and impacts of plastic pollution. The Staff Attorney will also have impeccable writing skills in English. Experience within multilateral environmental negotiations, and experience working with civil society networks are strongly preferred.

Responsibilities include: participating in relevant international processes; preparing parallel reports, policy and legal analyses, briefing notes, communications and campaign materials, and other documents; and coordinating cross-cutting partnerships and building coalitions to develop and advance shared campaign objectives and strategies. The Staff Attorney will be based in Geneva and reports to the Environmental Health Program Director and to the Human Rights and Climate Change Senior Attorney. The position requires extensive international travel, sometimes for significant periods.

The position is for 6 months starting late September/early October 2019 through March. The position may be extended subject to the availability of resources.

RESPONSIBILITIES:

1. In conjunction with the EH Program Director, the C&E Senior Attorney and other relevant staff, develop, lead, and implement campaigns and strategies that achieve measurable progress towards CIEL's strategic priorities and programmatic objectives, ensuring the highest quality work product;
 - a. Maintain a working knowledge of relevant political and regulatory frameworks and issue areas;

- b. Assist in the research and drafting of briefing documents, legal analysis, parallel reports, written comments, and publication-ready materials for submission to governments, NGO partners, and communities;
 - c. Organize, coordinate, and participate in events to support program goals;
 - d. Assist in the design and implementation of strategies to inform, engage, and mobilize target constituencies in support of campaign goals;
 - e. Assist in the development of fact sheets, press releases, online communication materials, webinars, and other informational materials to inform, engage, and equip CIEL funders, partners, supporters, and the public;
 - f. Establish and maintain effective working relationships with relevant partner and intergovernmental organizations, agencies, country representatives, and other stakeholders; and
 - g. Represent CIEL in coalitions, public meetings, workshops, and other processes.
2. Assist in information flow within the program and other CIEL programs;
 3. Perform other job-related duties as requested or assigned by the Program Director or the Senior Attorney.

Administration:

1. Maintain timesheets contemporaneously and submit them on time;
2. Participate in weekly staff and team meetings and other organizational activities, including an annual staff performance evaluation.

QUALIFICATIONS:

Minimum Qualifications:

1. JD or master's degree in international law or a relevant field with a solid legal component;
2. Experience in designing and supporting effective advocacy campaigns in an environmental and/or international policy context;
3. Strong organizational skills and ability to manage multiple tasks simultaneously;
4. Superior legal analytical, writing, and communication skills and a demonstrated ability to write clearly and compellingly for a variety of audiences, including policymakers and the general public;
5. Experience using legal norms in the context of legal or para-legal policy campaigns;
6. Demonstrated experience working with and organizing a diversity of people, groups, local communities, and organizations;
7. Ability to work both independently and in close coordination with a team, including in the context of the challenging environment provided by intergovernmental meetings;
8. Has necessary immigration status or permit to work in Switzerland (Schengen passport);
9. Ability to travel on request - incl. for extended periods;
10. Fluency in the English language.

Desired Qualifications:

1. Demonstrated expertise in human rights obligations related to climate change, experience with relevant international policy fora, and familiarity with the landscape of the global movement seeking to leverage human rights norms in climate policies;
2. Understanding on the sources and impacts of plastic pollution, experience with relevant international policy fora, and familiarity with the landscape of the global movement against plastic pollution;
3. Direct experience participating in UN Environmental negotiations
4. Experience with a variety of communication technologies and formats, including social media and blogging;
5. Proficiency in one additional UN language.

About CIEL: For 30 years, CIEL has used the power of law to protect the environment, promote human rights, and ensure a just and sustainable society. CIEL's dynamic team of international attorneys and experts work together in a collaborative and supportive work environment to tackle some of the most interesting and challenging issues facing people and the planet. CIEL is an equal opportunity employer.