



## WE ARE HIRING!

**ICLEI** is a global network of over 2 500 cities and other subnational governments and their associations committed to building a sustainable future. ICLEI provides technical services, capacity building, networking and global representation opportunities, as well as cutting-edge solutions to its member and network cities and regions, and their communities.

**ICLEI's African Head Office**, which serves ICLEI's network cities from across Africa, is based in Cape Town ([www.africa.iclei.org](http://www.africa.iclei.org)) and is also home to **ICLEI's Global Cities Biodiversity Center (CBC)**, a center of excellence in the field of urban biodiversity and nature-based solutions for urban development ([www.cbc.iclei.org](http://www.cbc.iclei.org)). ICLEI Africa has established a complementary office in Mauritius, namely the **ICLEI Africa Foundation**, to support and further enable its expanding services and expertise to governments across Africa. ICLEI Africa's footprint stretches across the continent, with staff located in several African countries, from where we serve our Members and implement projects.

**The ICLEI Africa and ICLEI CBC teams:** Our work is conducted by a dynamic and passionate team of well qualified and highly skilled professionals that work with cities and regions to ensure a more sustainable future. As an office that deeply cares for the constituency it works with, the team adheres to a strong set of values. There is a culture and ethos of openness and sharing, where staff are always willing to support each other where they can. There is a diversity of skills and experiences in our team of well over 60 staff that spans from those that work internationally at the highest advocacy, diplomatic and technical levels, to those that are driving impact at the local level as experienced practitioners in the fields of urban planning, economics, sustainability, social and environmental science, and engineering. Given the number of languages spoken across the African continent and globally, ICLEI Africa has many bilingual and multilingual staff, and also supports staff development in adding more languages and sustainability skills to their repertoire.

**ICLEI Africa has the pleasure of inviting leading and suitably qualified individuals to apply for the position below, to join our African and/or global teams of dynamic sustainability professionals.**

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Please forward all of the following to [iclei-africa@iclei.org](mailto:iclei-africa@iclei.org) by **17h00 (GMT+2) on 16 September 2024**. Note that all these documents will be treated as strictly confidential and only be used internally in ICLEI for this recruitment process:

- covering/motivating letter
- comprehensive CV
- copy of SA identity document, visa documents to work in South Africa, or in the case of non-South African applicants, a passport or equivalent identification papers proving the capacity to work in the country where the position is based
- available starting date

- current salary
- three contactable references

**Please include the correct reference (REF) in your email subject line and covering letter, to clearly indicate which position you are applying for. All applications should be in English.**

No late or incomplete applications will be considered.

A market-related and competitive annual remuneration package (TCOE based) will be offered to successful candidates, taking into consideration qualifications and experience, and the current salary scales of ICLEI Africa. In addition, successful candidates will qualify, as per our HR policy, for retirement and medical aid contributions, as well as home office allowances.

**Candidates should have a fully internet-connected, functional, dedicated workspace at home (a company laptop will be provided).**

Good team fit within the ICLEI team will be a consideration for all posts.

Applicants who have not been contacted within 90 working days after the closing date of this advertisement should regard their applications as unsuccessful. ICLEI Africa reserves the right not to appoint an individual in relation to any job advert.

We will be processing applications as they are received, and we reserve the right to close this advertisement before the final date stated should we find a suitable candidate. **As such, we encourage candidates to apply as soon as possible.**

***ICLEI Africa is open to applications for internships in fields relevant to sustainability on an ongoing basis. Please email your CV with a covering letter at any time to the same email address as indicated above.***

**Senior Professional Officer:  
Water Systems**  
**(24-month fixed term contract position with the potential of renewal)**  
**REF – SPO: Water Systems**

ICLEI Africa is looking for highly-skilled candidates to work with us in improving circular water systems and water resilience in African cities. An important area of work to be tackled by the successful candidate will be to contribute to the creation of suitable conditions for subnational governments to engage with the private sector, civil society and academia in planning and delivering water resilience services in Africa cities.

The successful candidate must have a strong scientific/technical background in water resilience in Africa and internationally, in the context of developing capacity at the city and city-region level.

**Experience and interest in the following areas is required:**

- Concepts for integrating water resilience in urban planning in Africa.
- Nature-based solutions for achieving urban water resilience.
- Systems thinking and circular economy applied to the water sector.
- Facilitation, training and learning methodologies.

Strong candidates will be delivery- and results-orientated; having strong diplomatic skills working with stakeholders at multiple levels.

**Requirements of the position:**

- Masters degree in a relevant field (e.g. Integrated water resources management, water supply management, urban planning or design, social science, sustainable cities, economics, development studies, etc.).
- At least 6 years of experience in project delivery and implementation in Africa and internationally.
- Proven ability to manage multiple and diverse projects, leading strategic planning and implementation of projects and events and undertaking applied research.
- Proven ability to participate in multidisciplinary teams and to manage multiple and diverse individuals and teams, providing strategic leadership while holding individuals to account for quality and timeous delivery of work
- Experience coordinating across teams within the organisation and with external partners
- Experience with designing, implementing and reporting on technical advisory projects.
- Proven business development and partnership management experience in the international development context.
- A keen desire to learn, experiment and push knowledge boundaries.
- Aptitude for working with numbers, budgeting and proficiency in Microsoft Excel.
- Ability to produce technical reports, popular articles, promotional and social media material, and to promote, enhance and expand the projects and partnerships he/she is involved in.
- Innovative individual with a 'can do' attitude who can think on his/her feet and harness well-established networks to further build ICLEI's good reputation and networks across Africa and internationally.

- Sensitivity to, and understanding of, Global South/developing contexts, as well as knowledge of African and global geo-political contexts.
- Ability to work both independently and collaboratively in multiple and multi-disciplinary teams in a highly dynamic and creative environment, often engaging directly with high level political leadership, academic and technical experts, the United Nations and other international organisations and the private sector on behalf of ICLEI.
- Ability to be flexible about work responsibilities and thrive under pressure.
- Problem-solving and analytical skills, well-organised, attention to detail and quality, and a structured and proactive working style.
- Excellent written, presentation and verbal communication skills in English AND either French or Arabic in addition.
- Must have a passion for, and willingness to, travel extensively, locally and internationally.