Research Associate
(6 months maternity cover)

**Start Date:** 1 February (commencement in January possible by mutual agreement), 40 hrs p/w. (€ 33,000.- / € 38,000.- gross per year on full time basis)

**Location:** Amsterdam; remote location in countries using Central European Time (CET) can be considered

*GRI is located in Amsterdam, the Netherlands. For the duration of this 6-month contract, the job will be undertaken remotely. During this period it is possible for the successful candidate to work from any location in Central European Time Zone +/- 2 (other time zones may be considered), but any extension to the contract may be conditional on the successful candidate relocating to Amsterdam at their own expense.

**Please note:** contract arrangements may vary dependent on location.

**Position summary and job purpose**

GRI recently launched a new program to develop sector-specific standards for sustainability reporting. The Sector Program will help reporting organizations apply the GRI Standards more effectively, based on identifying likely material topics for their sector; and improve the comparability of information within a sector. More information on the GRI Sector Program can be found in the program description.

The first three Sector Standards – for oil and gas, coal, and agriculture and fishing - are currently in development. Sector Standards are developed through a combination of stakeholder consultation and research.

You will be primarily responsible for providing detailed, carefully referenced research inputs, as well as supporting the writing and revision of content for them. Your responsibilities may also include carrying out background research for the projects on future sectors, as well as related project management activities. This will be done through a combination of desktop research, direct interaction with experts and analysis of feedback from stakeholders.

You will report to the research lead and will support the project managers in the development of these three standards. For this you will prepare a variety of documents and deliverables.

The post holder will have the opportunity to be involved with a range of sustainability content areas and develop an understanding the sustainability impacts of various sectors.

The ideal candidate will be organized and detail-oriented, and will be able to work independently as needed, balancing and prioritizing multiple tasks. The candidate will also have strong research and analytical skills, as well as excellent written and verbal communication skills.

**Job responsibilities**

- Carry out research on a wide range of topics related to the impacts of organizations on the environment, people and the economy.
- Find the most relevant information on specific topics across databases, secondary sources and corporate reports. Ensure Sector Standard content is well evidenced and aligned with authoritative references.
- Interact with team members to understand the research needs and adapt the methodology accordingly.
- Analyse qualitative feedback from expert and stakeholder consultations in accordance with the GSSB Due Process Protocol.
- Synthesize and present findings for specific audiences.
- Develop high-quality written materials, including presentations, briefing documents, departmental documents and program proposals.
- Contribute to the writing and content development of Sector Standards.
- Collaborate on project management tasks when required.
- Other duties as requested
Key competencies / Requirements

- Minimum 4 years’ experience working on projects involving research and analysis, preferably with a focus on environmental, social, and economic sustainability issues. Experience may have been acquired in either academic, corporate or public service environment.
- Strong research skills; familiarity with socio-economic databases and bibliographical research; ability to identify data sources and determine their validity
- Strong logical thinking skills
- Strong communication skills, including experience delivering presentations and facilitating workshops or training sessions
- Experience writing formal or technical documents
- Technical knowledge of reporting and standards processes, including experience with the design of performance indicators, is a plus
- Native-speaker level of written and spoken English
- Results-focused and able to handle multiple tasks, prioritize, and work to precise timelines
- Ability to work independently and in a remote capacity.
- Affinity with the mission of GRI.

About GRI
GRI (Global Reporting Initiative) is the independent, international organization that helps organizations be transparent and take responsibility for their impacts so that together we can create a sustainable future. We do this through the creation of the global common language for organizations to report their sustainability impacts. This enables informed dialogue and decision making around those impacts.

GRI is the global standard setter for impact reporting, which through an independent, multi-stakeholder process, maintains the world’s most comprehensive set of sustainability reporting standards. Available as a free public good in 12 languages, the GRI Standards are, globally, the most widely used for sustainability reporting.

GRI plays a unique role in the global drive to create a sustainable future for all. Sustainability reporting enables transparency and helps markets function more efficiently, supporting better decisions that create sustainable benefits for everyone.

GRI works with businesses, investors, policymakers, civil society, labor organizations and other experts to develop the GRI Standards and promote their use by organizations around the world. The resulting standards help governments hold organizations accountable for their impacts and initiate dialogue to drive corporate contribution to national and international sustainable development efforts.

Today some 10,000 organizations, including 75% of the largest 250 companies in the world, disclose sustainability information through the GRI Standards – something unimaginable only 15 years ago. In addition, our standards are referenced explicitly in 160 polices of governments, regulators, and stock exchanges in 60 countries.

Headquartered in Amsterdam, the Netherlands, we have a network of seven regional hubs ensuring we can support organizations and stakeholders worldwide.

How to apply
Interested candidates, eligible to live and work in the Netherlands, are invited to submit their resume and letter of interest in English to recruitment@globalreporting.org. The deadline to submit an application is 12.00 noon (CET), Friday 18th December 2020. GRI appreciates all expressions of interest, however only short-listed applicants will be contacted.

GRI, Attn. Human Resources
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