



## Research Associate

**Start Date:** ASAP, 40 hrs p/w.)

**Salary indication:** € 34,000 - € 37,000 - gross p/y on a full-time basis - depending on experience

**Location:** Flexible, located in countries using Central European Time (CET) **+/- 2 preferred\***

**Contract:** Arrangement may vary dependent on location

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### **Position summary and purpose**

The Standards Division is responsible for developing and maintaining the world's most widely used standards for sustainability reporting.

You will be primarily responsible for providing research inputs to the development of GRI Standards, as well as other activities of the organization. This will be done through a combination of desktop research, direct interaction with experts and analysis of feedback from stakeholders. Your responsibilities may also include supporting the writing and revision of content for the standards and project management activities.

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

You will have the opportunity to be involved in a range of sustainability content areas and develop further 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.

**\* GRI is located in Amsterdam, the Netherlands. This position can be performed remotely, preferably from a location in Central European Time Zone +/- 2 (other time zones may be considered).**

### **Job responsibilities**

- Carry out research on a wide range of topics related to the impacts of reporting organizations on the environment, people and the economy.
- Find the most relevant information on specific topics across databases, secondary sources and corporate reports. Ensure 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.
- Contribute to the writing and content development of Sector Standards.
- Develop high-quality written materials, including presentations, briefing documents, departmental documents and program proposals.
- Compile and analyse information about sustainability reporting practices across the world.
- Collaborate in project management tasks when required.
- Other duties as requested

### **Key competencies / Requirements**

- Minimum 3 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 and financial databases and bibliographical research; ability to identify data sources and determine their validity; strong logical thinking skills.
- Experience in writing formal or technical documents.
- Technical knowledge of reporting and standards processes, including experience with the design of performance indicators, is a plus.
- Proficient level of written and spoken English.
- Results-focused and able to handle multiple tasks, prioritize, and work to precise timelines.
- Ability to work in an international and multi-cultural setting.
- Ability to work independently and remotely.
- Affinity with the mission and vision of GRI.

### About GRI

GRI (Global Reporting Initiative) is an 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 approach 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 the most widely used for sustainability reporting globally.

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 policies 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 are invited to submit their resume and letter of interest in English to [recruitment@globalreporting.org](mailto:recruitment@globalreporting.org). The deadline to submit an application is **12.00 noon (CET), 30 May 2022**. GRI appreciates all expressions of interest. However, only short-listed applicants will be contacted.

GRI, Attn. Human Resources

Visitors' address: Barbara Strozilaan 336, 1083 HN, Amsterdam, The Netherlands

T: +31 (0)20 531 00 00 [www.globalreporting.org](http://www.globalreporting.org)

