



## SOUTHEAST ASIA

### RECRUITMENT PACK AND JOB DESCRIPTION

Greenpeace, one of the world's most respected and dynamic organizations, is an international non-profit global campaigning organization that acts to ensure the ability of our Earth to nurture life in all its diversity. At the heart of Greenpeace's campaigns is the tradition of non-violent direct actions against environmental abuses and destruction.

**Greenpeace exists because this fragile earth deserves a voice. It needs solutions. It needs change. It needs action.**

Greenpeace, an international environmental non-government organization, is comprised of 27 independent national and regional offices across the world covering operations in more than 55 countries. To maintain our independence, Greenpeace does not accept donations from governments or corporations but relies on contributions from individual supporters and foundation grants.

For over 40 years, Greenpeace has been successful in our campaigns to reverse environmental degradation by bearing witness to environmental destruction and exposing and confronting environmental abuses. Greenpeace campaigns have been vital in informing government policies on the environment and effecting changes in business practices, which lead to various environmental problems.

#### **Greenpeace in Southeast Asia**

Greenpeace opened the first office in Southeast Asia in 2000. Since then we have led successful campaigns throughout the region, securing fresher air, cleaner water and a healthier environment through changing industry practices and government policies. Greenpeace actively campaigns across the region on pressing environmental issues concerning our climate, forests, oceans, food, plastic, liveable cities, as well as social justice.

Greenpeace has four offices in Southeast Asia (GPSEA)—in Indonesia, Malaysia, the Philippines, and Thailand, with each office is composed of Programme Department (Campaigns, Communications, Public Engagement & Actions), Fundraising, and Operations Support (Human Resources, Finance & Administration, Information Technology, Security). Currently, Greenpeace Southeast Asia employs nearly 200 staff across the region, excluding the Direct Dialogue Fundraisers.

## **Fossil Gas Campaigner (1 Year Fixed Term Contract)**

### **Position Summary**

The fixed-term Fossil Gas Campaigner supports the GPSEA just energy transition campaign and climate and energy issue-related initiatives, at the national, regional, and global levels.

### **Duties and Responsibilities:**

- Develop and implement smart, innovative, and people-powered campaigns and projects in line with both the short and long-term goals of the Just Energy Transition campaign, and the Greenpeace Thailand program in general, consistent with national, regional, and international objectives and including detailed strategy, activities, timelines, and budgets.
- Maintain a working knowledge of technical information and be able to present the information to a variety of audiences within and outside Thailand.
- Maintain a working knowledge of mindset sciences, political, legislative, regulatory, and economic frameworks relevant to the campaign.
- Initiate cross-issue campaign discussions for integrated project development, planning, and implementation.
- Organize and oversee the work of campaign/project volunteers, interns, and short-term contractors as required.
- Work with the communication focal points in preparing a variety of communications materials and assist in the formulation of regional and international materials when necessary. Assist in planning the communications and engagement strategies for the campaign.
- Respond to and engage in internal as well as pressing external regional challenges as determined by the Programme team through Thailand's Energy Transition Campaign Team Leader/the Thailand Country Director beyond his/her normal issue/campaign area as circumstances require.
- Represent Greenpeace and the campaign at relevant public events, movement events, and meetings with political decision-makers, local citizens, and affected communities; act as spokesperson for the campaign, and develop proactive relationships with relevant media to increase campaign outreach.
- Build alliances and/or support relationships with partner organizations, relevant affected groups, grassroots organizations, academic and professional groups, labor unions, and others as identified in strategic planning.

## Requirements:

- Extensive knowledge about fossil gas, just energy transition, climate and energy and environmental issues.
- Proven experience in campaigning and project management, open campaigning, mass mobilization, public speaking, activist training, strategic planning and organizing people around an issue.
- Proven experience in directing a project from conception to completion.
- Proven ability to work both independently and in close coordination with a team.
- Excellent networking skills and the ability to communicate with a wide range of organizations and communities.
- Strong strategic thinking and planning skills; proven experience in analyzing and planning campaign strategies.
- Strong personal organizational skills including ability to participate in multiple projects with competing priorities and timelines, strong interpersonal communication skills and ability to handle constantly evolving work.
- Knowledge and/or experience in working with volunteers.
- Excellent spoken and written communication skills in English and Thai.

## **THINGS YOU SHOULD KNOW BEFORE APPLYING TO THIS POST**

### **WORKING HOURS**

Normal hours of work for full-time Employee will be forty (40) per week or (5) days in a week, at 8 hours per day excluding an hour lunch break. This will be from Monday to Friday, between the hours of 8:30 am to 5:30 pm. Ordinary hours of work may be varied as agreed between staff and the line managers.

### **LEAVE**

An employee will be entitled to the following leaves:

Annual Leave: 20 days

Sick Leave: 30 days

Parental Leave: As per labor laws and Greenpeace policy

Compassionate leave: maximum of 5 days for the death of significant others.

### **SALARY**

In determining salary offer for this position, Greenpeace applies its Salary Grading Process, taking into consideration the job description and applicant's previous experience, and the organization's salary grade.

### **INSURANCE**

Greenpeace provides health insurance and travel insurance to its employees.

### **LEARNING AND DEVELOPMENT**

Greenpeace is committed to providing its employees with learning and development opportunities to be able to perform its functions more effectively. Through its mentoring process and annual Performance Management System, staff's development objectives are identified and prioritized.

### **EQUAL EMPLOYMENT OPPORTUNITY**

Greenpeace Southeast Asia is an equal opportunity employer with a longstanding commitment to providing a work environment that respects the dignity and worth of each individual. We recognise and value the benefits and strengths that diversity brings to our employees and the whole organization and we thrive in an environment that encourages respect and trust. We do not discriminate in employment opportunities or practices on the basis of age, ancestry, citizenship, colour, disability, ethnicity, family or marital status, gender, gender identity or expression, national origin, political affiliation, race, religion, sexual orientation, veteran status, or any other legally protected characteristic. Selection will be in accordance with objective, job-related criteria and the appointment will be on the basis of the applicant's merits and abilities.

### **HR POLICIES AND PROCEDURE**

Greenpeace management and staff are given guidance on the implications of the equal opportunities policy. Policies and procedures are reviewed to review and adapt current practices to promote equality

of opportunity. Other organizational policies and procedures will be fully discussed to the successful applicant.

### **APPLICATION GUIDELINES**

Interested candidates are invited to (1) write Letter of Introduction, explaining why you are qualified for the position and why you want to work for Greenpeace, (2) fill out the attached Application form and email to [jobs.th@greenpeace.org](mailto:jobs.th@greenpeace.org)

As we receive a large number of applicants for our advertised vacancies, we are unable to respond to those applicants who have not been shortlisted and we apologize for this in advance. If you do not hear from us within two weeks of the closing date, please assume that you have not been shortlisted.

### **Deadline for Applications: August 16, 2024**

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### **GUIDANCE IN COMPLETING YOUR APPLICATION FORM**

1. Read the recruitment pack carefully before completing your application form. The recruitment pack contains information about Greenpeace, about the job you are applying for, and brief information on employment conditions.
2. Write Letter of Introduction, explaining why you are qualified for the position and why you want to work for Greenpeace and complete all items in the application form. Remember that this will be our basis for shortlisting candidates. Curriculum Vitae (CVs) will not be accepted.
3. Make sure you email the form to the correct email address ([jobs.ph@greenpeace.org](mailto:jobs.ph@greenpeace.org)), addressed to the HR Department, and ensure that your application form arrives before the closing date. Application forms received after the closing date will not be accepted.
4. If you have questions, kindly email [jobs.th@greenpeace.org](mailto:jobs.th@greenpeace.org)

Thank you and we look forward to receiving your application letter and completed application form.