



# Job Advertisement

## Job Description

### Program Manager

#### Voluntary Carbon Standard Association

**Job Title:** Program Manager

**Location:** Open for discussion

**Start:** 01 June 2008

**Reporting to:** CEO

#### Background on the VCS Association

The VCS Association (VCSA) is a newly founded Association responsible for the management of the VCS Program which was launched on the 19<sup>th</sup> of November 2007. The Association and the Program aims to provide a robust, new global standard and Program for approval of credible voluntary offsets.

#### Program objectives

- Standardize and provide transparency and credibility to the voluntary offset market.
- Enhance business, consumer and government confidence in voluntary offsets.
- Create a trusted and tradable voluntary offset credit; the Voluntary Carbon Unit (VCU).
- Stimulate additional investments in emissions reductions and low carbon solutions.
- Experiment and stimulate innovation in emission reduction technologies and offer lessons that can be built into future regulation.
- Provide a clear chain of ownership over voluntary offsets that prevents them being used twice. This is achieved through VCS registries and a central project database that is open to the public.

#### History

Work to develop the Voluntary Carbon Standard was initiated by The Climate Group, the International Emissions Trading Association and the World Economic Forum in late 2005. Version 1 of the VCS was released on 28 March 2006 as both a consultation document and a pilot standard for use in the market.

The World Business Council for Sustainable Development joined the initiative as a founding partner in 2007. After two years of work, VCS 2007 was released on 19 November 2007.

The VCSA Board is now looking to recruit a dynamic individual as Program Manager to manage the technical aspects of this process.

### **The Job**

The Program Manager of the VCSA will be the first contact point for all project developers, verifiers and stakeholder enquiries and undertake the key Program activities. He/she will be expected to ensure the operational implementation of the VCS Program is carried out in an effective manner.

The function and responsibilities of the Program Manager are outlined below

#### **Task and Responsibilities:**

1. Project management of the VCS Program including running key Program activities (e.g. establishment of VCS registries, VCS annual review etc.).
2. Providing the first point of contact for all project developer, verifier and stakeholder enquiries.
3. Providing high quality and timely policy advice to the VCS CEO.
4. Present at conferences, events and to stakeholders.
5. Assisting with marketing, communication and fundraising activities.
6. Assist the VCS CEO with Program budgeting and the expansion of the organisation.

#### **Required experience and skills:**

- University education with at least 5-7 years work experience in the fields of financial services, energy or climate change. Experience as a project developer, broker, trader, verifier or scheme operator is considered an advantage;
- Proven project management ability
- Excellent knowledge of international carbon markets
- Ability to work independently;
- Experience and expertise either designing, operating, verifying against or using standards and protocols;
- Ability to work in parallel on issues of substance and management;
- Good inter-personal and team skills;
- Good communication skills; and
- Fluent in English, another UN language would be considered an asset;

#### **Terms and Conditions:**

Salary and other terms and conditions will be discussed during the application process.

Applications must be sent by email for the attention of Edwin Aalders, CEO of the VCS Association, at [secretariat@v-c-s.org](mailto:secretariat@v-c-s.org), by close of business PDT, Friday 11 April 2008.