Part-Time Job Posting

Project Coordinator - The Sufficiency Approach to Fashion and the Environment (SAFE) Project

**Application closing date:** Rolling until filled.
**Start date:** 1 July 2024 or as soon as possible after that date.
**Reports to:** Programme Lead Sustainable Lifestyles.
**Contract period:** Initial one-year fixed term contract, with the possibility of extension
**Hours:** 20 hours per week.
**Salary:** EUR 40,000 - 44,000 (full-time equivalent), depending on experience and contractual requirements.
**Location:** The Hot or Cool office, Berlin, Germany.

**About the organisation**
Hot or Cool Institute is a non-profit think tank that works with experts, organisations, and practice communities on science-based actions to address the magnitude, urgency, and scope of peaceful and deliberate transition towards a sustainable society. Through collaborative methods Hot or Cool:

- Conducts policy research and analysis to establish science-based approaches to behaviour change and sustainable lifestyles.
- Coordinates science-communications and outreach to make complex sustainability issues accessible.
- Facilitates co-creation of solutions backed by researched understanding and experience.
- Designs capacity development for implementation and tools for action at individual, business and government levels.

**Role description**
The successful candidate will be responsible for advancing Hot or Cool’s work on sustainable fashion and fashion sufficiency. Building from the success of the *Unfit, Unfair, Unfashionable* report, the SAFE project aims to:

i. Convene and engage a representative network of experts, policy makers and businesses to strategise, learn from each other and to drive a global agenda for reforming the fashion sector to reflect sustainability, justice and equitable wellbeing.

ii. Build a hub for co-creating policy recommendations for fashion sufficiency in Europe and beyond. These recommendations will aim at establishing a fair consumption space for fashion, which sets a social floor ensuring basic needs are met while maintaining consumption below an environmental threshold aligned with the 1.5-degree target of the Paris Agreement.
iii. Build on the European Parliament’s explicit acknowledgement of our recommendations, to convene a series of policy-action meetings with a view to influencing fashion-related policy and practice agenda at national and European levels.

iv. Create communication and engagement recommendations to facilitate a continuous conversation around fashion sufficiency policies.

**Key responsibilities**

Coordination and development:
- Further develop and deliver on the activities of the project in support of the above objectives.
- Expand the work on fashion of Hot or Cool, including defining strategies and securing additional research funds.
- Coordinate with, including providing status updates and reports to project funders and partners.

Network Development and Facilitation:
- Establish and support coordination of extended network of policy makers, organisations and experts engaging in sustainable fashion with a particular focus on fair consumption, wellbeing, and sufficiency approaches.
- Co-create concrete policy recommendations towards fashion sufficiency together with members of the project and network.

Outputs and Communication:
- Lead the writing of policy briefs and business toolkits with specific steps / policies to transition towards sufficiency levels in fashion.
- Create an actionable communication and engagement toolkit in collaboration with Communication Team at Hot or Cool.

**Position Requirements**

- Master’s degree, Ph.D., or 5+ years of work experience in Sustainable Development (Environmental, Social, Political Sciences) or Fashion.
- Current, working knowledge of issues relating to Sustainable Lifestyles, Consumption and sustainable fashion.
- Experience designing high-impact workshops and leading networks for change.
- Experience in project management and administration including budget management and reporting to funders.

To apply, please send your CV with a minimum of 2 references and a covering letter (no longer than 2 pages) outlining your motivation and fulfilment of the position requirements to admin@hotorcool.org.

Applicants must be based in Germany. Only applicants who go through the initial screening will be contacted.