Job Vacancy Announcement –
Project Manager for a sustainable infrastructure label – Basel, Switzerland

About Global Infrastructure Basel Foundation (GIB)

GIB is a Swiss foundation based in Basel, active since 2008, operating programmes and projects at a global scale. GIB’s vision is a world in which investments in infrastructures lead to more inclusive, sustainable and resilient communities and ecosystems.

About the label

GIB, together with renown global partners, will run the secretariat of an ambitious new sustainable infrastructure label for projects demonstrating significant positive sustainability performance. The label is the result of a public-private initiative and proposes practical and inclusive solutions aimed at fostering sustainable infrastructure as a mainstream and liquid asset class by embedding sustainability across the life cycle of infrastructure projects and by crowding in private investment at scale.

As GIB embarks on this exciting opportunity, we are looking for an experienced infrastructure and standards professional to lead this initiative with us. If selected, you will be supporting the global operations of the label secretariat, in collaboration with a committed global team of professionals.

Job Profile- Project Manager for a sustainable infrastructure label

- **Type:** Fixed-term contract
- **Duration:** 3 years, with possibility of extension
- **Start date:** 1 December 2022 or TBD
- **Location:** Basel, Switzerland
- **Percentage:** 100%
- **Travel required?** Yes. Expected 40-60% (including local and international)
- **Deadline for applications:** 16 October 2022
- **Other requirements:** Ability to live and work in Switzerland is a requirement.

About the position – Project Manager for a sustainable infrastructure label

Your main responsibilities will include:

- Coordinating with GIB and its partners in setting up and maintaining a local team to perform activities that support the global uptake of the label (business development activities in targeted regions).
- Working alongside regional directors to foster the global utilisation of the label.
- Developing and implementing an advocacy strategy for the label in the targeted regions.
- Liaising with donors, funders, and other stakeholders for an increased uptake of the label in the targeted regions.
- Ensuring mainstreaming and regional presence of the label.
- Building a strong network through strategic partnerships.
- Securing deals with project owners to adopt the label.
- Networking and outreach activities to present the label at selected events.
- Coordinating with global partners on the strategy for the label secretariat.
- Supporting the development of the capacity building strategy of the label at the regional level.
- Delivering capacity building sessions.
- Supporting the Global Manager in operational matters, such as:
  - Establishing and maintaining a governance structure for the label
  - Ongoing management of the label (reviews, updates)
  - Development and maintenance of a full assurance management system
  - Development of strategies for: licensing processes, legal agreements, intellectual property and pricing
  - Progress reporting
  - ISEAL compliance
  - Other project management tasks

You meet the following professional criteria:

- Extensive network in the infrastructure sector including but not limited to: financiers, project owners, NGOs, certification bodies, labels and standards.
- 3+ years’ experience in the sustainable infrastructure market.
- 1+ years’ experience working in sustainability standards or labels.
- Track record in assessing the sustainability performance of infrastructure assets.
- Relevant advocacy work to mainstream sustainability in infrastructure.
- Proven track record in setting up and leading global projects and programs.
- Demonstrated team management skills.
- Demonstrate effective stakeholder engagement at a global level.
- Experience working for Multilateral Development Banks such as the World Bank, EBRD, ADB, IDB is an advantage.
- An advanced university degree in Business, Finance, Sustainability, Engineering or related field is a requirement.
- Fluency in English (C2 level) is a requirement. Other languages are an asset.
- Ability to mentor junior team members and effectively oversee activities.

Our ideal candidate has the following attributes:

- Strong professional networks within the global sustainable infrastructure space
- Strong leadership capabilities
- Entrepreneurial mindset
- Results-oriented
- Strong oral and written communication skills: ability to communicate effectively in an international environment and simplify complex issues; inspiring speaker
- Strong team motivation and coordination capabilities
- High level of multicultural sensitivity and awareness
- Open-minded personality and positive attitude
- Delivers high quality outputs (flexibility to adapt quickly to ever-changing priorities and environment)
- Demonstrates a high degree of self-motivation and independence
- Well organised and good at managing several tasks simultaneously
- Ability to travel at home and abroad
Application Process

At GIB we take inclusivity and equality very seriously. We strongly encourage all individuals of any gender, persons with disabilities and persons of any age to apply, and we promise we will consider your application carefully and fairly.

If you meet the above requirements, please submit your application in English by e-mail to recruitment@gib-foundation.org before the deadline.

Your application should include:
- CV in English
- Copy of your valid permit that allows you to work in the region, if applicable.
- Brief motivation letter in English (1 page max.) that includes:
  - Salary expectations
  - Notice period (if applicable)
  - Where you saw the job advertisement.

Applications will only be considered if they provide all the above.
Shortlisted applicants will be contacted by e-mail or phone and invited for an interview.

If you have any questions or comments, please do not hesitate to contact Pablo Nuñez at pablo.nunez@gib-foundation.org.