



RECRUITMENT PACK

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 Earth to nurture life in all its diversity. At the heart of Greenpeace's campaigns is the tradition of non-violent, direct action against environmental abuse and destruction.

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

Greenpeace acts to change attitudes and behavior, to protect and conserve the environment and to promote peace by:

- **Catalyzing an energy revolution** to address the number one threat facing our planet: climate change.
- **Defending our oceans** by challenging wasteful and destructive fishing, and creating a global network of marine reserves.
- **Protecting the world's ancient forests** and the animals, plants and people that depend on them.
- **Creating a toxic free future** with safer alternatives to hazardous chemicals in today's products and manufacturing.
- **Campaigning for sustainable agriculture** by rejecting genetically engineered organisms, protecting biodiversity and encouraging socially responsible farming.

Greenpeace, an international environmental non-government organization, is comprised of 26 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 abuse. 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 our first office in Southeast Asia in 2000. In that time 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 to catalyze an energy revolution, protect ancient forests and our oceans, create a toxics-free future and create a shift to sustainable agriculture.

Greenpeace has four offices in Southeast Asia (GPSEA) —in Thailand, Indonesia, Philippines and Malaysia and currently composed of: Programme Department (Campaigns, Communications, Public Engagement & Actions), Fundraising, Operations Support (Human Resources, Finance & Admin, Information Technology, Security) and Executive Office. Currently, Greenpeace Southeast Asia employs nearly 200 staff across the region, excluding the direct dialogue fundraisers.

THE POST: Coal Community Campaigner-TH

Position Summary

As the Greenpeace representative on coal issues in Thailand, you will drive national coal initiatives through specific projects in Thailand. You will be the source of expertise for coal issues relating to strategy development, project implementation, campaign alignment, and audience engagement. In this role, you will strive to realize the goals of Greenpeace Southeast Asia's Climate and Energy campaigns by contributing to projects and activities related to coal issues.

This is a full-time position based in Bangkok, with an initial 1 year contract and possibility for extension.

Key Duties

1. Project Delivery & Support
 - Organize and oversee work including research and investigation on coal issues for projects within the Climate & Energy Campaign in Thailand
 - Together with Climate and Energy Campaigner, develop and implement coal-related campaign work through projects that align with short and long term goals for the Climate & Energy Campaign
 - Participate in regular progress reviews and end-point evaluations of coal-related activities and projects
 - Integrate national, regional and international objectives into strategies, activities, timelines, and budgets

2. Strategy Implementation & Guidance
 - Lead the implementation of coal campaign strategies and tactics, and assist in public outreach activities for campaign strategies
 - Participate in campaign discussion and planning regarding strategic issues and event planning within Greenpeace Southeast Asia
 - Actively identify and implement campaign opportunities in the context of coal markets as they arise
 - Maintain continuous communication with Climate and Energy Campaigner, including preparation of monthly reports and work plans, and recommend changes in tactics or strategies as necessary
 - In conjunction with Climate and Energy Campaigner and Country Director, design and implement strategies to educate and mobilize various targeted constituencies and the general public about coal issues
 - Coordinate with other national and regional offices dealing with coal exporting and importing to enable tactical linkages and opportunistic collaborations

3. Issue Communication & Mobilization

- Work with communications and digital team to prepare national press releases, provide assistance in the formulation of national press releases, and assist in the planning of media campaign strategies
- Work with public engagement and actions team to develop engagement strategies
- Act as spokesperson for the campaign issues and develop pro-active relationships with relevant media to increase campaign outreach
- Represent Greenpeace and the campaign at relevant public events and activist meetings/groups including air pollution events, coal-ash pond disasters, high pollution and dumping in rivers, etc
- Maintain current and up-to-date knowledge of external trends, technical information, and political, legislative, and economic frameworks relevant to coal issues and campaigns
- Communicate information to a variety of audiences and key stakeholders, including through the development of coal research, fact sheets, briefing papers and other relevant communication materials
- Build alliances and/or support relationships with relevant affected groups, grassroots organizations, academic and professional groups, labor and others as identified in strategic planning

4. Other duties as directed

Educational Background & Fundamental Qualifications

Level of Education:	Bachelor's Degree preferred (or equivalent experience)
Field of Study:	Arts or science degree, or equivalent experience working in coal-related issues
Work Experience:	Minimum of 3-5 years of campaigning experience in Southeast Asia and/or for coal-related issues, and demonstrated experience in an environmental/activist organization
Training or Certificate:	N/A

Competencies and Skills

Organizational Competencies	<ul style="list-style-type: none">● Strategic Thinking & Global Mindset: Knowledge and/or experience in addressing organizational objectives by developing calculated approaches that integrate an openness to and awareness of diversity across cultures● Teamwork & Communication: Knowledge and/or experience in working with others and presenting information, ideas, and positions in a clear manner that can easily be understood across diverse and multi-cultural audiences● Quality: Knowledge and/or experience in meeting and
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	surpassing requirements by setting high standards for the condition of outputs
Functional Skills	<ul style="list-style-type: none"> ● Knowledge and/or experience in environmental activism and the main issues relating to coal and its impacts ● Knowledge and/or experience in developing, delivering, and evaluating campaign strategies and tactics ● Knowledge and/or experience in building networks for partnership development and outreach ● Knowledge and/or experience in project management tools and methodologies ● Knowledge and/or experience in the media advocacy needs of a campaigning organization ● Excellent spoken and written Thai and ability to communicate effectively in both written and spoken English

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 6: 30 pm. Ordinary hours of work may be varied as agreed between staff and the line managers.

LEAVE

A permanent employee will be entitled to the following leaves:

Annual Leave: 20 days

Sick Leave: 30 days

Parental Leave: 10days

Maternity Leave: as per government rules and regulations and Greenpeace policy

Long Service Leave: 2 months paid leave after 5 years of continuous service

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, life insurance and travel insurance to its permanent 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 is committed to the principle of Equal Employment Opportunity for all employees, regardless of sex, marital status, nationality, religion, age, sexual orientation and any other characteristics unrelated to the performance of the job. Selection will be in accordance with objective, job related criteria and the appointment will be on the basis of 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 write Letter of Introduction, explaining why you are qualified for the position and why you want to work for Greenpeace, fill-up the attached Application form and email to:

jobs.th@greenpeace.org

Deadline for Applications: December 31, 2018

We regret that we shall be unable to acknowledge receipt of the form but should you wish to confirm that we have received your application, please call our office at tel. +66 3571921.

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.

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. Complete all items in the application form. Remember that this will be our basis for shortlisting candidates. Make sure you email the form to the correct email address (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.
3. If you have questions, kindly email jobs.th@greenpeace.org.

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