Project Manager: China Cities programme

Full-time

Based in Beijing

We have an exciting opportunity for someone with a strong background in cities and policy work to join our team to further the transition to a circular economy in China.

Background.
The ambition of the Foundation’s work in China is threefold: to broaden the scope, the understanding and the adoption of the circular economy, with a view to enable better forms of economic growth. Our strategy revolves around four building blocks that have been at the core of the Foundation’s strategy, placing emphasis on high-level relationships, local demonstrators, and building capacity through communications, learning, insights and analysis.

- **Engage, exchange** – Information exchange to bridge best practices between China and international examples; translate and tailor circular economy research findings to different audience groups in China; make China-specific and international insights available in both Chinese and English; open-access; an online repository.
- **Mobilise along value chains.** Mobilise stakeholders around selected material streams and value chains, such as plastics, fashion and food.
- **Convene, shape pilots and implement in cities.** Use cities as a focal point to build multi-stakeholder coalitions and conduct city pilots covering the whole process from strategy development, financing, dialogue mechanisms, implementation process, to measurement, and turning lessons learnt into shareable knowledge assets.
- **Equip – Businesses, students and citizens.** Develop educational initiatives to complement our work and embed systems thinking. Focus on engaging the design community, businesses, schools and academia to impact strategies of today’s and future decision-makers.

Role and responsibilities

You will lead the creation and delivery of a showcase project for circular economy at the city level in China by:

- **Research and analysis.** Working with various projects and initiatives of the Foundation to research and prepare a city pilot to showcase the circular economy at the city level.

- **Stakeholder engagement.** Working with a wide range of senior-level stakeholders ranging from, policymakers both at the city and national level, companies, philanthropists, academics and NGOs to students and citizens, to jointly co-create the city pilot.
Internal capability building. Actively contributing to developing the Foundation’s expertise through the development of the Foundation’s knowledge repository on cities.

Your profile

- Strong verbal and written skills in both Mandarin and English.
- Strong evidence of relationship management skills.
- Must be prepared to travel within China and internationally.
- Previous project management experience (3-5 years).
- Understanding of Chinese policy-making process at national and city level.
- Previous experience with city projects (pilots) in China.

Please apply (in English) with CV, covering letter and salary expectation to Barbara Calland (barbara@ellenmacarthurfoundation.org)

Desired starting date: As soon as possible
Salary package: Competitive within the charity sector and dependent on experience
Location: Beijing, China
Closing date: 24th February 2020