Natural Resources Defense Council
Program Officer
China Environmental Law and Public Participation

The Natural Resources Defense Council (NRDC) is a non-profit, non-governmental international environmental organization with more than 1.2 million members and online activists. We are headquartered in New York, and have offices in Washington, D.C., San Francisco and Los Angeles. Our staff of over 300 includes attorneys, scientists, policy analysts and educators working to protect the environment and public health through advocacy and education.

NRDC has worked in China with government agencies, research institutes and civil society organizations to protect the environment for nearly 10 years. In China, NRDC is working in the areas of environmental public participation, NGO capacity building, environmental law and litigation, energy efficiency, clean power, green buildings, sustainable transportation, and public health. We work through research, international exchanges and trainings, collaboration on the formulation of policies, regulations and standards and a variety of other approaches.

Position Summary:
NRDC seeks to hire a Program Officer to be based in Beijing to work in its China Environmental Law and Public Participation project.

Essential Functions:
- Administer and implement a wide range of NRDC projects promoting environmental protection through legal tools and public participation and collaborate with NRDC local partners.
- Conduct practical research on environmental issues, law and policy for environmental capacity-building projects.
- Provide strategic advice and consulting to partner organizations and lawyers.
- Develop new projects within NRDC and in collaboration with local partner lawyers, NGOs and government agencies.
- Some travel will be required.
Skills & Knowledge Requirements:

- Must be a self-starter with excellent judgment and ability to think strategically.
- Must have exceptional research skills and a responsible attitude in all aspects of work.
- Native speaker level of competence in Chinese.
- Excellent spoken and written English.
- Extensive knowledge of the Chinese legal system and Chinese environmental law.
- Master’s degree in law. A U.S. LLM is strongly preferred.
- Professional experience in environmental and/or public interest law issues.
- Experience or familiarity with working in an international work context.

Compensation is competitive and will be commensurate with the qualifications and experience of the candidate.

The position is available immediately and will be on a contract basis.

To Apply: Please submit a cover letter, a resume (in English and Chinese), a one to two page sample of your writing in English, salary requirements and the names and addresses of two references, including your current or recent employer, to ubright@nrdc.org. Please state your name and the position title in the subject of the email. No phone calls or faxes. Please reference where you saw this posting.

For more information about NRDC and its programs, please visit www.nrdc.org and www.chinacleanenergy.org.