



SUSTAINCERT
KNOW YOUR IMPACT

JOB DESCRIPTION

CERTIFICATION OFFICER

SOIL ORGANIC CARBON

June, 2021



1. ABOUT THE POSITION

Founded in 2018, SustainCERT offers simple, tech-driven solutions for verifying impacts in climate protection, supply chains, and investment products. We are the official certification body for Gold Standard for the Global Goals (GS4GG), the most credible and robust climate standard historically known for its work in carbon markets. SustainCERT mandate is to make the credible verification of impacts mainstream across our three core markets: environmental markets (carbon and renewable energy markets), corporate sustainability reporting, and sustainable finance. We do so by scaling adoption of GS4GG across these markets and by launching innovative impact verification solutions that respond to pressing market needs.

Reporting to the Value Chain Certification Director, the Certification Officer will have several important responsibilities. They will be responsible for technical reviews of land use and agriculture projects that involve the quantification of soil organic carbon submitted to SustainCERT for GS4GG certification or verification of corporate reporting for chain (scope 3) emissions. The Certification Officer will also provide technical feedback and guidance to project developers and validation & verification bodies. Support for other technical reviews (e.g., forest growth and yield, modelling best practices, improved agricultural practices, etc.) may be requested.

The position will specialize in soil organic carbon projects submitted under the GS4GG Soil Organic Carbon Framework Methodology and corresponding activity modules or as part of the Value Change Initiative. The position requires in-depth knowledge of methods (e.g., laboratory techniques, computer simulation modelling) to measure changes in GHG emissions and soil organic carbon stocks as a result of the adoption of improved agricultural practices.

This is a full-time position based on a 12-month contract that may be renewed. This position is ideally based in USA. Applicants looking to work remotely from a European country or America will also be considered.

2. PRIMARY RESPONSIBILITIES AND TASKS

Key responsibilities

- a) Perform detailed technical reviews of Soil Organic Carbon projects submitted to SustainCERT as per Gold Standard for the Global Goals and Certification Review requirement or under Value Change Initiative for corporate reporting on scope 3 emissions.
- b) Continually update the SustainCERT Software Application as projects move through the certification process, including coordinating with the Finance team on project certification/issuances invoices.
- c) Contribute to the improvement and digitization of the certification process, procedures, guidelines and rules.



d) Support the Value Chain Certification Director and the Certification Director LUF in the overall quality assurance process/spot check of project reviews done by external experts.

e) Support the Value Chain Certification Director and the Certification Director LUF in preparing the monthly pipeline updates or other relevant reports as necessary.

Breakdown of Responsibilities

Daily responsibilities:

- Perform reviews of Soil Organic Carbon projects, and other Land Use projects as needed.
- Update project status and documents on the SustainCERT Application to ensure that each day the Application reflects the most up-to-date data about each project.
- Coordinate with the Finance Team to ensure that invoices are generated on time.
- Respond to Validation & Verification Bodies and Project Developers technical queries about certification in a timely manner.
- Score Validation & Verification Bodies after each validation or verification completed in accordance with SustainCERT's criteria.
- Score external reviewers after the close of each round of review in accordance with SustainCERT criteria.

Periodic responsibilities:

- Support the Certification Directors in regular spot check of project reviews
- Conduct weekly discussions with the Certification Directors to ensure that the above tasks are complete and up to date.
- Support the Certification Directors in preparation of relevant reports such as pipeline updates as and when required.



3. QUALIFICATIONS

Education

Masters degree or equivalent in the field of Soil Science, Agriculture ideally concerning climate change studies, and computer simulation modelling

Priority will be given to any professional qualifications or training related to certification and audit work.

Experience

Minimum 5 years professional experience post-degree in a project review and/or certification capacity.

Required Skill Sets

In addition to the educational and experience requirements noted above, candidates are expected to demonstrate a high level of competence in the following skill-areas:

- Understanding and ability to review and advise on a variety of project-related issues such as GIS, Remote Sensing, monitoring, soil stratification & sampling, statistics, environment, legal, social and development issues.
- Personal and professional integrity and the commitment to protecting the integrity and reputation of the SustainCERT.
- Understanding of carbon projects/carbon markets and proficiency in the technical approach to carbon project development.
- Attention to detail, thoroughness and sound judgement of key issues.
- Commitment and ability to meet all deadlines and to quickly respond to priority issues.
- Ability to communicate efficiently and clearly with colleagues, peers and clients.
- Customer-focus and client service.
- Organisational/time management skills and the ability to prioritise.
- Competence in standard professional IT packages such as Microsoft and Google Docs.
- Ability to work in a team, maintaining a positive and supportive attitude at all times.



Languages

- Must be fluent in English (SustainCERT professional work is conducted in English).
- Additional language skills are an advantage.

4. RECRUITMENT PROCESS AND TIMELINE

Please send your electronic application, including a letter of motivation, CV, the earliest start date and salary expectation to recruitment@sustain-cert.com.

Applications must be complete for consideration. Starting date for the position is as soon as possible. Only shortlisted candidates will be contacted.