

President of GreenBuzz Zurich Association

Applications open from June 2020

“Are you ready to drive sustainability in Zurich?”

Who we are: About GreenBuzz

Founded in Zurich in 2010 by [Falko Paetzold](#), GreenBuzz Zurich is an independent non-profit association. GreenBuzz organizes peer-to-peer activities, events and workshops to create and develop local communities of informed, motivated professionals from different sectors. Our vision is that sustainability becomes the new normal in business and society.

We have a network of over 3'000 Buzzers in Zurich and also have established GreenBuzz chapters in Bern, Geneva and Berlin. Growing the GreenBuzz reach on a global level is an ongoing project.

The daily operations at GreenBuzz Zurich are run by a Managing Director (80% FTE) and an Events Manager (40% FTE), who coordinate and energize the team of volunteers who passionately work on sustainability topics in their daily lives. Our [Advisory Board](#) provides strategy oversight and our Executive Board (consisting of 4 members including the president and vice president) provides targeted operational support.

Your responsibilities and profile: Do you want to be the face of GreenBuzz Zurich?

GreenBuzz has grown rapidly since its launch in 2010. To achieve its fullest potential, our organization has to keep its sound governance and develop its activities. **We are happy to offer this volunteer position to a visionary, motivated and experienced professional ready to take GreenBuzz Zurich to the next level.**

You will work closely with the Managing Director and the Executive Board and will be an integral part of the GreenBuzz Team. As the association's president, you are the face of GreenBuzz Zurich and act as its active ambassador, are ready to approach potential new partners and sponsors and open up new opportunities for GreenBuzz through your networking skills.

The Executive Board meets four times a year. Furthermore, the Managing Director can ask for bilateral meetings throughout the year if needed. The President (and the other Executive Board Members) take also part in the yearly General Assembly and optionally in the Advisory Board Meetings.

Core fields of activity:

- **Outreach / Funding / Partner Acquisition:** Together with the Managing Director and the Executive Board further co-implement the GreenBuzz Partnership and Membership offering and get more partners on board; Be the face of and an ambassador of GreenBuzz Zurich!
- **Strategy:** Together with the Executive Board and the Managing Director, develop the GreenBuzz Zurich strategy further.

- **Team:** Be a sparring partner to the Managing Director; together with the Managing Director oversee and develop the (operational) team development (roles, profiles, motivation).
- **Governance:** Co-decide on all strategic and association matters related to our small but growing organization and, in collaboration with the Executive Board and the Managing Director, be responsible to co-submit the annual financial statement to the Annual General Assembly.

About you:

- Down-to-earth, passionate and with an intrinsic motivation for sustainability, self-driven and reliable; open-minded, positive thinker and believer in the power of networks;
- Mid- to senior level professional with experience in the corporate sphere, acquiring and managing budgets, leading a team and preferably developing an organization;
- Keen to join a lean and flexible organization;
- With an active network in and around Zurich;
- Preferably a German native speaker with fluency in English.

What's in it for you

- Be at the heart of the main exchange point of information about the newest developments in the professional sustainability scene.
- Be part of an extraordinarily fun, yet professional and highly dedicated team of sustainability professionals and be at the center of the vibrant GreenBuzz community;
- Build your profile as a cornerstone in the Swiss and global sustainability scene as you drive the significance of our community of professionals ahead;
- Actively shape GreenBuzz, creatively and freely, as you develop and implement your vision of GreenBuzz together with the team.

Do you feel that you could be the new GreenBuzz President?

Please contact Lena, Managing Director of GreenBuzz Zurich, and attach your CV:

lena.stuedeli@greenbuzz.global