



## VACANCY ANNOUNCEMENT

**Programme Officer, P-3**  
Mitigation Division,  
Markets and Non-Markets Support and Stakeholders Interaction Subdivision

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
28 July 2023 23:59 hrs CET	VA 23/073/M	As soon as possible	2 years with possibility of extension	Bonn, Germany

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**The United Nations Framework Convention on Climate Change (UNFCCC)** is the focus of the political process to address climate change. The UNFCCC secretariat supports the Convention, its Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties and the implementation of commitments. It is a dynamic organization working in a politically challenging environment to help resolve one of the defining environmental issues of our time.

### Where you will be working

This position is located in the UNFCCC secretariat in Bonn, Germany, in the Mitigation division, which provides support to Parties to facilitate, catalyse and cooperate in the implementation of ambitious climate action in line with global efforts to limit temperature increase. Parties will be supported in developing, communicating and effectively implementing ambitious Nationally Determined Contributions (NDCs) in a manner that facilitates clarity, transparency, understanding and accounting, including through the use of collaborative approaches, mechanisms, framework engagements and economic instruments that broaden mitigation action and drive sustainable development.

Under the general guidance of the Manager, Markets and Non-Markets Support and stakeholders Interaction subdivision (P-5), and reporting to the Team Lead, Markets and Non-markets support unit (P-4), the incumbent serves as a member of the team responsible for coordinating the development of strategies to strengthen the role of market and non-market approaches for achieving the implementation of NDCs and in particular the use of cooperative implementation under Article 6 of the Paris Agreement, ensuring responsiveness to the changing environment and needs of stakeholders. S/he proactively responds to policy developments related to these mechanisms and coordinates input related to the negotiations processes from other Mitigation units and provides support to the negotiation process on mitigation-related issues, *intra alia*, in support to the Glasgow Committee for Non-Market Approaches under Article 6, paragraph 8 of the Paris Agreement.

### Your responsibilities

- Participating in development of strategies to strengthen the role of market and non-market approaches for achieving the implementation of NDCs:**
  - Researches and analyses highly technical information gathered from academic, industry, non-governmental, and other sources to monitor developments affecting global and domestic carbon markets and non-market based climate policies;
  - Evaluates such developments and identifies, develops or recommends and implements appropriate response measures (e.g. drafting policy papers);
  - Identifies, liaises and partners with counterparts to undertake projects in order to strengthen Mitigation's work in engaging policy makers and market regulators;
  - Designs methods and implementation strategies and monitors progress.



**2. Supporting Parties and Non-Party stakeholders use of market and non-market approaches for achieving the implementation of NDCs**

- a. Designs and implements engagement activities with policy makers and non-governmental organizations through the preparation of authoritative substantive materials (including through modelling); identifies and liaises with counterparts (including technical organisations), organizing and undertaking of effective outreach initiatives including capacity-building and stakeholder support, in working with other teams in the division;
- b. Prepare various written outputs, e.g. draft background papers, analytical notes, sections of reports and studies, inputs to publications relating to market and non-market approaches, with a particular focus on market/carbon pricing policies and approaches to support NDC implementation

**3. Providing support to intergovernmental processes:**

- a. Carries out the analysis of technical and policy issues of concern to the UNFCCC secretariat, intergovernmental bodies and Parties;
- b. Develops approaches to engaging and supporting policy makers, and other decision makers with relevance to the development of innovative market and non-market-based approaches;
- c. Provides substantive support in negotiations by supporting consideration of agenda items and preparing relevant background papers, reports, studies and analyses, as well as providing technical support in formulating proposals and conclusions, decisions and recommendations and by preparing required policy documents for consideration by Parties.

**4. Representing the Mitigation Division, a variety of internal and external fora:**

- a. Coordinates, with other teams and units in support of outreach activities to policy makers;
- b. Coordinates and makes presentations of policy, strategic and technical nature at workshops or group meetings, and provides inputs to publications;
- c. Participates in communication with governmental and non-governmental officials, including the provision of guidance and technical support, as well as fostering/soliciting/enhancing cooperation.

**5. Performs any other job-related activity** required to achieve the goals and objectives of the division, subdivision, unit and/or secretariat, including participation in meetings, workshops and/or seminars, and making presentations where appropriate.

**Competencies:**

**Applying Professional Expertise:** Demonstrates expertise of subject matter and the transferable skills required for the function; Shows the capacity to apply knowledge to deliver results based on acquired background and experience; Seeks opportunities to apply own technical skills across related disciplines, Keeps abreast of new developments and technologies in the field of expertise, Actively seeks to expand the existing level of job knowledge and expertise.

**Communicating with impact:** Speaks clearly and directly and is able to express views in an understandable, credible and persuasive manner; Writes in a well-structured and logical manner, in keeping with established UN standards; Openly shares information and keeps people informed; Uses appropriate communication tools to disseminate information; Listens carefully to understand other's views and responds appropriately; Seeks feedback and adjusts language, tone, style and format to match the audience.

**Working with Teams:** Builds relationships of trust and exchange with colleagues; Works collaboratively with colleagues to achieve results and respects the needs of the team; Recognizes opportunities to



enhance team effectiveness and results by tapping into diverse backgrounds, skills and experience; Supports and acts in accordance with team decisions, even when such decisions differ from own position; Encourages the participation of all members of the team regardless of their cultural background, nationality, gender or sexual orientation; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Delivering results:** Conducts a critical analysis of situations to develop sound goals and work plans; Consults with others to develop integrated, consistent and harmonized plans; Allocates and uses time efficiently, and monitors own performance against timelines and milestones; Foresees risks, plans for contingencies, and adapts to take account of changing circumstances; Perseveres to deliver projects and pursues results despite obstacles and setbacks; Manages competing demands and focuses on priorities to deliver results.

### **Your qualifications**

#### **Educational Background:**

**Required:** Advanced level university degree in engineering, development studies, economics, political science, law, international relations, environmental studies, or a related discipline. A first-level university degree in combination with 2 additional years of qualifying experience may be accepted in lieu of the advanced university degree.

#### **Experience:**

**Required:** At least five (5) years of relevant work experience at national and/or international level in climate change issues, development studies, or related field. Experience with information and outreach activities, and interaction with various stakeholders including government representatives, research institutions, NGOs, private sector are desirable.

#### **Language skills:**

**Required:** Fluency in English (both oral and written) is required. Knowledge of another UN official language is desirable.

#### **Specific professional knowledge and skills:**

Experience in compiling, analysing and presenting information and updating web content is an asset.

### **What is the selection process?**

Evaluation of qualified candidates may include an assessment exercise which may be followed by a competency-based interview. The above listed set of competencies will be applied for this particular post.

### **How to apply:**

Candidates, whose qualifications and experience match what we are looking for, should use the online application system available at <http://unfccc.int/secretariat/employment/recruitment>

### **Please note:**

1. Service is limited to the UNFCCC secretariat.



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2. We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.
3. Indicative net monthly salary and allowances:  
US\$ 64,121 to US\$ 71,906  
(plus variable post adjustment, currently 36.3% of net salary),  
plus other UN benefits as indicated in the link below:  
<https://unfccc.int/secretariat/employment/conditions-of-employment.html>

UNFCCC secretariat is committed to diversity and inclusion within its workforce, and encourages candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities to apply.

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