



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

VACANCY ANNOUNCEMENT

FINANCIAL AND TECHNICAL SUPPORT (FTS) PROGRAMME

Financial Cooperation and Capacity Building (FCCB) Sub-programme

Financial Cooperation Unit

VACANCY ANNOUNCEMENT NO:	VA 09/038/FTS
PUBLICATION/TRANSMISSION DATE:	9 June 2009
DEADLINE FOR APPLICATION	8 July 2009
TITLE AND GRADE:	Programme Officer, P-3
POST NUMBER:	FCA-2923-P3-002
INDICATIVE NET ANNUAL SALARY:	US\$ 53,629 to 60,046 net (without dependents) US\$ 57,453 to 64,429 net (with dependents) (plus variable post adjustment, currently 55.1% of net salary) plus other UN benefits and pension fund
DURATION OF APPOINTMENT:	One and a half years, with possibility of extension
DUTY STATION:	Bonn, Germany
EXPECTED DATE FOR ENTRY ON DUTY	As soon as possible

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the political process to address Climate Change. The Convention secretariat is supporting the Convention and its Kyoto Protocol by a range of activities, including substantive and organizational support to meetings of the Parties.

Fostering the integration of sustainable development and climate change priorities, the Financial and Technical Support (FTS) programme focuses on supporting the efforts undertaken by non-Annex I Parties. The Financial Cooperation and Capacity Building (FCCB) sub-programme facilitates the decisions of Parties relating to the financial and technical support to capacity-building, and supports the intergovernmental negotiations on matters relating to the operations of, and guidance to, the financial mechanism of the Convention.

Responsibilities

Under the direct supervision of the Programme Officer (Team Leader) of the Financial Cooperation Unit (FCU) and general supervision of the Manager, Financial Cooperation and Capacity Building programme (FCCB), the incumbent provides support to the unit in facilitating technical and substantive support relating to financial cooperation in the area of climate change. The incumbent also provides support to the Unit in following up activities of relevant international financial institutions and other relevant sources of funding for activities to address climate change; and outreaching and liaising with multilateral development banks, United Nations agencies, intergovernmental organizations, non governmental organizations and public. The duties include:

1. Technical support:

- a) Develop and maintain a web based platform for informing Parties on the sources of funding for climate change activities, under the Convention as well as those provided by bilateral, regional and multilateral institutions; be responsible, in cooperation with the web designing expert, for the design of the website, its maintenance and update; place information on different financing options for climate change through the Convention as well as by bilateral, multilateral and regional institutions; present information, initiatives and experiences from multilateral and bilateral funding sources on climate change and international institutions.
- b) Identify and analyze trends, sources of funding, patterns, risks and strategies and advise on emerging issues, prepare concept papers and other substantive documents related to strategies for cooperation on finance addressing climate change.

2. Intergovernmental support related to cooperation under the Convention and the Kyoto Protocol on investment and financing to address climate change in particular the incumbent will:

- a) Provide technical support for meetings of the intergovernmental process, including drafting technical documents, annotations, speaking notes, options for consideration, background papers on various issues relating to investment and financing to address climate change, especially related to adaptation, technology and mitigation.
- b) Identify, assess and develop options to address future investment and financing needs of developing countries as they relate to adaptation, technology and mitigation for the purposes of fulfilling their commitments under the Convention.

3. Technical cooperation:

- a) Represent the secretariat at international, regional and national conferences, workshops, meetings and seminars on matters relating to climate change initiatives of bilateral and multilateral agencies;
- b) Maintain contacts with UN and other international bodies, Parties, IGOs, NGOs and stakeholders to strengthen cooperation;
- c) Cooperate with interested actors in the development of strategies to enhance the understanding of cooperation on finance addressing climate change.

4. Other duties as assigned by the supervisor.

Requirements

- First level university degree in economics or international affairs, preferably including development economics or environmental economics, environmental science or a related discipline.
- At least five years relevant working experience, of which one to two years should have been in an international environment and experience in servicing international negotiations processes and / or financial assistance programmes would be an asset.
- Fluency in English. Working knowledge of French and/or other UN languages desirable.

Evaluation criteria

- **Professionalism:**
The capacity to identify problems/issues and participation in their resolution. Ability to establish priorities and to plan, coordinate and monitor own work plan.
- **Commitment to Continuous Learning:**
Willingness to keep abreast of new developments in their field of work.

- **Communication:**
Ability to provide thorough, well reasoned contributions to documents and papers.
- **Technological Awareness:**
The capacity to make effective use of required computer software and other equipment related to the post.
- **Teamwork:**
Good interpersonal skills and ability to establish and maintain effective working relations in a multicultural organization.

To apply

In order to apply for this vacancy please only use the on-line application system available at <http://unfccc.int/secretariat/employment/recruitment> by clicking on the “apply” link next to the vacancy announcement.

Please note:

1. **Qualified women candidates and candidates from developing countries are especially encouraged to apply.**
2. **Service is limited to the UNFCCC Secretariat**
3. **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.**