



VACANCY ANNOUNCEMENT

Director, D-1 Mitigation Division

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
30 August 2026 23:59 hrs CET	VA 26/037/M	As soon as possible	One year 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 by 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.

The Mitigation Division supports Parties in the intergovernmental process on mitigation under the Convention and the Paris Agreement, as well as in the implementation of relevant mitigation-related mandates and decisions. The Director leads the Division's provision of technical, analytical and operational support on nationally determined contributions (NDCs), long-term low greenhouse gas emission development strategies (LT-LEDS), response measures, Article 6 of the Paris Agreement, sectoral pathways and enabling systems, while ensuring that the Division's work is delivered in a manner that respects the intergovernmental nature of the UNFCCC process.

What will you be doing:

The Director of the Mitigation Division provides strategic leadership for the Division's work in supporting the intergovernmental process on mitigation and the implementation of relevant mandates and decisions under the Convention and the Paris Agreement, consistent with the guidance of the governing bodies and a country-driven approach. The Director guides the Division's substantive, technical, analytical and data-driven support, strengthens the secretariat's role as a trusted convener and impartial facilitator of international cooperation on mitigation under the Convention and the Paris Agreement, and ensures the effective delivery of mandated work. The Director provides authoritative advice to the Executive Secretary and senior management and oversees the Division's support to the intergovernmental process on mitigation under the Convention and the Paris Agreement.

Where will you be working:

This position is located at the UNFCCC secretariat in Bonn, and reports to the Senior Director (D-2) of the Programmes Coordination Department.

You will have the following responsibilities:

Within delegated authority, you will be responsible and accountable for:

1. Strategic Planning and Policy Advice:

- a. Leads the Division's substantive, technical and analytical support to the intergovernmental process on mitigation under the Convention and the Paris Agreement;



- b. Provides strategic leadership to ensure the Division delivers responsive, high-quality support for the implementation of mitigation-related mandates and decisions under the Convention and the Paris Agreement, in accordance with guidance of governing bodies;
- c. Leads the analysis and sharing of information, experience and lessons learned on mitigation and cooperative approaches under Article 6 of the Paris Agreement, in support of Parties' implementation efforts;
- d. Provides strategic guidance on the operationalization and further development of cooperative approaches under Article 6 of the Paris Agreement, including environmental integrity, ambition and effective participation by Parties;
- e. Provides authoritative advice to the Executive Secretary and the Senior Director on the division's scope of action and on the evolving political and factors that may affect the work of the secretariat;
- f. Contributes to secretariat-wide policy and to the overall management of the secretariat as a member of managerial groups.

2. Representation, Partnerships and Resource Mobilization:

- a. Oversees operational activities and technical work in support of constituted bodies and expert groups in climate change mitigation;
- b. Establishes and oversees strategic partnerships with UN entities, international organizations, multilateral development banks, the private sector and other relevant stakeholders, as appropriate, to enhance coordination and support the delivery of mandates under the Convention and the Paris Agreement, consistent with decisions of the governing bodies and relevant governance arrangements.
- c. Represents the secretariat in negotiations and consultations, as appropriate, and chairs or participates in joint advisory bodies, committees and managerial sub-committees;
- d. Provides authoritative mitigation-related expertise to UNFCCC negotiations and constituted bodies, and reports to intergovernmental bodies on programme performance and substantive issues;
- e. Works closely with the Communications and Engagement division to enhance knowledge and understanding of mitigation needs;
- f. Contributes to a unified and coherent secretariat-wide approach to resource mobilization and partnership, in close coordination with the Resource Mobilization and Partnership subdivision, including by identifying potential sources of support and engaging Parties and partners on resource requirements.

3. Management:

- a. Manages activities in support of constituted bodies and expert groups, and acts as secretary to relevant constituted bodies under the Convention and the Paris Agreement;
- b. Develops and oversees a results-oriented work programme, defining expected outputs, outcomes and performance indicators, and manages the division's financial and human resources accordingly;
- c. Oversees staff recruitment for the division, taking due account of geographical and gender balance;
- d. Promotes high performance and continuous learning across a diverse team through constructive feedback, coaching and development;
- e. Strengthens the division's analytical and digital capabilities, including the responsible use of emerging technologies in support of Parties.

4. Leadership:

- a. Oversees and directs the division's support to sessions of the subsidiary bodies (SBs), the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and to the Paris Agreement (CMA), and other bodies and processes established under the Convention, the Kyoto Protocol and the Paris Agreement;



- b. Leads the continuous evolution of the Division's work to ensure that the secretariat's support remains responsive to the evolving needs of Parties and the mandates of the governing bodies, while safeguarding the integrity of the intergovernmental process.
- c. Identifies risks and assesses alternative courses of action to address their potential impact;
- d. Inspires, leads and empowers a high-performing and diverse team, fostering collaboration, continuous learning and innovation;
- e. Guides teams through periods of organizational transformation while maintaining staff well-being and professional excellence.

5. You will perform any other job-related activity required to achieve the goals and objectives of the division and the secretariat.

Competencies:

Applying professional expertise: Creates a culture across the unit / programme which values expertise and multidisciplinary cooperation, and takes action to address behaviors which undermine this culture; Promotes alternative sources of expertise and best practice to create cutting edge, robust and sustainable solutions; Engages with substantive leaders outside the business unit and organization to maintain professional expertise; Institutionalizes coaching and professional development within the business unit to build substantive expertise; Sets benchmarks and performance standards for delivery in accordance with identified best practice, and monitors the business unit's capacity to deliver.

Being responsive to clients and partners: Creates a culture of service and client orientation in which managers make client needs a top priority; Seeks feedback from clients and partners and feeds this back to the team to update service standards; Places clients at the centre of strategies, policies and processes; Challenges managers to consider how to elevate service standards further, and to work more effectively with clients; Regularly audits all unit / programme systems and processes to ensure they are aligned to deliver excellent client service; Takes personal responsibility for any lapses in service standards and acts swiftly to redress these; Scans the internal and external environment for opportunities to establish cooperative partnerships and alliances.

Delivering results: Critically analyses situations to develop sound strategic goals and plans; Focuses the business unit on the achievement of results and holds managers accountable for developing mechanisms to measure results and meeting their commitments; Expects and holds managers accountable for creating an environment where staff, regardless of their gender, family situation or other circumstances, are able to perform at their best; Regularly reviews business areas' activities to assess the results achieved against targets, and holds managers accountable for addressing any under-performance; Benchmarks performance levels against the performance of other business areas and external sectors.

Managerial Competencies:

Leading and Empowering Others: Pushes autonomy and empowerment downwards to the unit / programme, creating an environment where managers feel motivated to perform; Empowers and holds managers accountable for serving as a role model in achieving gender equity targets; Ensures that individual teams and work units within the unit / programme feel connected to the wider organization; Shows a deep understanding of the unit / programme's capabilities and resources, and uses this to allocate activities and coordinate delivery across the different work units; Inspires staff within the unit / programme, and across the organization, by connecting with individuals at all levels; Proactively seeks out opportunities to represent and speak for the organization externally.

Thinking Strategically and Building the Vision: Generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; Understands the broader organizational and political context in which the unit / programme operates; Is aware of and sensitive towards the strategic priorities of the organization, external partners and the wider development and humanitarian context.



What are we looking for:

Educational Background

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

Experience

Required: At least fifteen (15) years of progressively responsible professional experience in matters related to climate change, including climate-related policies and measures, is required. Experience in facilitating and supporting multilateral processes and leading large multidisciplinary teams and complex programmes or functions in an international setting, including in relation to policy implementation, partnerships or climate change mitigation programmes, is essential.

Language skills

Required: Fluency in English (both oral and written).

Desirable: Knowledge of another UN official language.

Specific professional knowledge

Sound knowledge of issues related to global climate change, including an understanding of climate action in the broader context of sustainable development. Knowledge of the work of UNFCCC and its institutions, including the Kyoto Protocol and the Paris Agreement. Demonstrated experience, including with, or within the private sector, public-private partnerships, and in working across policy, implementation, finance, data or systems dimensions of climate action 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>. Candidates are expected to submit a motivation letter as part of their online application.

Please note:

1. Service is limited to the UNFCCC Secretariat.
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 annual salary and allowances:
US\$ 117,953
(plus variable post adjustment, currently 35.4% of net salary), plus
other UN benefits as indicated in the link below:

<https://unfccc.int/secretariat/employment/conditions-of-employment.html>

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