



VACANCY ANNOUNCEMENT
SUSTAINABLE DEVELOPMENT MECHANISMS PROGRAMME

VACANCY ANNOUNCEMENT NO:	VA 12/096/SDM
PUBLICATION/TRANSMISSION DATE:	13 December 2012
DEADLINE FOR APPLICATION	11 January 2013
TITLE AND GRADE:	Programme Officer (P-4)
POST NUMBER:	FCA-2933-P4-001
INDICATIVE NET ANNUAL SALARY:	US\$ 67,483 to 74,645 (without dependents) US\$ 72,467 to 80,349 (with dependents) (plus variable post adjustment, currently 46.1% 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 supports the Convention and its Kyoto Protocol by a range of activities, including substantive and organizational support to meetings of the Parties.

The Sustainable Development Mechanisms (SDM) Programme supports the implementation of the Kyoto mechanisms, the Clean Development Mechanism (CDM) and Joint Implementation (JI). The Standard Setting unit is responsible for providing technical advice regarding setting of standards, including methodologies, methodological tools and accreditation standards.

Responsibilities

This post is located in the Strategy Development unit (SPD) and reports directly to the Manager, Strategy and Policy Development sub-programme (SPD). SPD consists of four units, Communication and Outreach, Strategy Development, Negotiation Support and Stakeholders Collaboration. The Programme Officer is responsible for leading the Strategy Development team (formerly known as the Markets & Policy Analysis team) in SPD and is responsible for all aspects of planning, supporting, coordinating, and reporting on the secretariat's strategy development work related to market based mechanisms and market based approaches; supports strategic aspects of communication, stakeholder communications, and support to negotiations; coordinates a range of thematic activities related to the day-to-day work of SDM and in support of processes concerning the Clean Development Mechanism (CDM) and Joint Implementation (JI). Key results expected are:

- Strategy development related to market based mechanisms;
- Support to intergovernmental processes;
- Representation.

1. Strategy development related to market based mechanisms. The incumbent:

- a) Takes a lead role for monitoring and reviewing policy and strategic developments related to market based mechanisms and approaches. Develops strategic options regarding SDM's and the secretariat's efforts to use market approaches and market mechanisms in support of the objectives of UNFCCC. Conducts policy evaluations and impact analysis of regulatory developments and market trends. Provides authoritative guidance in related areas to other teams in the secretariat. Prepares briefs, speaking notes and reports.
- b) Provides leadership with accountability for the planning and implementation of the programmes' strategic work relating to the flexible mechanisms, work plan development, delegation of responsibilities, as well as coordination and monitoring to ensure attainment of the relevant objectives. Coordinates and oversees in-house policy development, including the development of proposals for strategic analytical work to be undertaken. Facilitates development and implementation of strategic projects and initiatives for the constituted bodies under the Kyoto Protocol and for other issues pertaining to market and policy development under SDM.
- c) Supports the Manager through technical and managerial tasks by responding to requests; supports internal SDM and secretariat coordination processes, prepares summary report and initiates follow-up actions with the secretariat.

2. Support to intergovernmental processes in:

- a) Defining options available to the secretariat within its mandate to assist Parties in reaching common understanding of issues, based on current policies and market situations. Provides substantive support to negotiations as determined by the Manager.
- b) Ensuring that Parties are effectively supported in negotiations to achieve their desired outcomes by overseeing the preparation of and preparing relevant documents for consideration by the CDM Executive Board and subsidiary bodies and the Conference of the Parties.

3. Representation: The incumbent initiates and coordinates, with other teams and units in support of SDM's outreach activities to policy makers. Represents the unit and the sub-programme with counterparts in other UN organizations during consultations; provides advice and information on non-controversial issues, strengthening existing and building new partnerships. The incumbent is involved in communication with governmental and non-governmental officials, including the provision of authoritative guidance and substantive technical support, as well as fostering/soliciting/ enhancing cooperation. The incumbent serves as lead officer in support of negotiations on policies and strategic development related to market based mechanisms and approaches.

Essential Requirements

(Only candidates who meet the requirements stated below will be considered.)

Experience: Advanced university degree in international relations, environmental or natural science, environmental law, business administration, economics or public policy. A combination of relevant academic qualifications and extensive experience may be accepted in lieu of the advanced degree.

Experience: At least seven (7) years of relevant progressive and professional experience in research and analysis of political, policy and financial issues related to the project-based mechanisms, carbon markets and emission trading systems. Two years in an international environment is a requirement. Proven record of leading a team, a project or strategic work stream. Some experience is required in one of the following areas: project-based mechanisms, carbon markets and/or emission trading schemes. Experience in international negotiations is highly desirable.

Specific professional knowledge and job-related skills: Familiarity with and experience in the use of various research methodologies and sources. Ability to produce high quality outputs on key technical issues. The capacity to demonstrate success in analysing complex professional issues and developing well-reasoned, innovative solutions to associated challenges. Ability to provide sound technical advice to senior managers. Strong analytical and strategic thinking/planning skills are desirable.

Language requirements: Fluency in English. Working knowledge of other UN languages is an asset.

Expected competencies

Professionalism: Familiarity with and experience in the use of various research methodologies and sources. Ability to plan, develop, implement, monitor and evaluate major projects. The capacity to demonstrate success in analysing complex professional issues and developing well-reasoned, innovative solutions to associated challenges. Ability to provide sound technical advice to managers.

Commitment to Continuous Learning: Willingness to keep abreast of and promote new developments in the appropriate professional field.

Communication: Ability to act as an effective spokesperson internally and externally. The capacity to draft clear concise high quality reports or documents relating to area of professional expertise.

Technological Awareness: Good conceptual understanding of technology in the workplace and ability to use relevant software and other applications and equipment relevant to the post.

Teamwork: Ability to establish good interpersonal skills and to maintain effective working relations in a multi-cultural organization. Ability to gain the assistance and cooperation of others through the demonstration of leadership.

To apply

Candidates whose qualifications and experience match the requirements for this position, please use the on-line application system available at <http://unfccc.int/secretariat/employment/recruitment>

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.**