VACANCY ANNOUNCEMENT

Associate Programme Officer, P-2
Sustainable Development Mechanisms (SDM) Programme
Strategy, Collaboration & Communication (SCC)

<table>
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<tr>
<th>Deadline for application</th>
<th>Announcement number</th>
<th>Expected date for entry on duty</th>
<th>Duration of appointment</th>
<th>Duty Station</th>
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<tr>
<td>21 April 2015</td>
<td>VA 15/012/SDM</td>
<td>As soon as possible</td>
<td>One and half years with possibility of extension</td>
<td>Bonn, Germany</td>
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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 Convention secretariat supports the Convention and its Kyoto Protocol by a range of activities, including substantive and organisational support to meetings of the Parties.

The Sustainable Development Mechanisms (SDM) is the organisational division of the secretariat that supports the implementation of market-based mechanisms, including the Clean Development Mechanism (CDM), Joint Implementation (JI) and the new mechanisms under the Convention.

Where will you be working

You will be part of the Strategy, Collaboration, and Communication (SCC) unit. This unit is, inter alia, responsible for the following activities: In relation to market-based mechanisms; planning, coordinating, and reporting on the secretariat’s strategy development work; servicing the intergovernmental negotiations, supporting the effective participation of stakeholders, and conducting communication and outreach activities. You will be working in the strategy development team (SD) within SCC.

Expected key results:

The key results expected are the analysis of specifically defined aspects of technical and policy issues of concern to SDM.

You will have the following responsibilities:

Intergovernmental process

- You will assist the design and implementation of engagement activities with policy makers and non-governmental organisations through the preparation of authoritative substantive materials (including through modelling), the identification of and liaison with counterparts (including technical organisations), and the organisation and undertaking of effective outreach (including capacity-building and stakeholder support working with other teams in SCC).
Strategy development

- You will compile, analyse and synthesise information gathered from academic, industry, non-governmental, and other sources through the review of developments affecting global carbon markets and domestic climate policies, the classification of such developments, and the generation of high-quality analysis of such developments for internal consideration;
- You will research, verify, synthesise and present information obtained from a variety of sources in a logical and orderly manner, and drafts components of policy relevant to the role and health of the carbon market.

Representation

- You will prepare and deliver secretariat outputs, including background papers, analyses, sections of reports and studies, inputs to publications and presentations.

What are we looking for

Educational background

Required: First-level university degree in engineering, development studies, economics, political science, international relations, environmental studies, or a related discipline.
A degree in another field with relevant work experience may be accepted in lieu of the above requirements.

Experience

Required: At least three (3) years relevant professional working experience on climate change, carbon markets, policy analysis and/or development, including experience of methodology development, economic modelling, stakeholder engagement and/or capacity building.
Asset: Experience in policy research, analysing information and designing/implementing recommendations.

Language skills

Required: Fluency in written and spoken English.
Asset: Working knowledge of other UN official language.

Specific professional knowledge

Required: Knowledge and experience of climate change and/or carbon markets and policies are essential.
Knowledge of economics and experience of interaction with various stakeholders including governments and governmental agencies, international organizations, research institutions, private sector and non-governmental organisations.
Familiarity with the UNFCCC intergovernmental process and/or the clean development mechanism and joint implementation regulatory processes is desirable.

Job related skills

Required: Sound analytical and strong drafting and editing skills, good planning and organisational skills, clarity of written and oral communications.
What is the selection process

You may be invited for assessment of your technical/professional knowledge. If successful, you may be invited for the final stage of the selection process, which consists of a competency based interview to assess the skills and aptitudes required to successfully perform the functions of the post. The following set of competencies for this particular post will be applied: Applying Professional Expertise, Communicating with impact, Working with Teams, Being Responsive to Clients and Partners.

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.
4. Salary and allowances:
5. US$ 47,292 to 53,278 (without dependents)
6. US$ 50,420 to 57,024 (with dependents)
7. (plus variable post adjustment, currently 28.8 % of net salary),
   plus other UN benefits as indicated in the link below:

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