



VACANCY ANNOUNCEMENT

Programme Officer, P-3
Mitigation Division,
NDC/LT-LEDS, Impacts Assessment Subdivision

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
17 June 2024 23:59 hrs CET	VA 24/034/M	As soon as possible	One year and six months with possibility of extension	Bonn, Germany

Publication date: 17 May 2024, Post number: 31054599 Funding: 32FRA

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 Mitigation division of the UNFCCC secretariat in Bonn, Germany, in the NDC Technical Support unit within the NDC/LT-LEDS, and Impacts Assessment Support subdivision.

The NDC Technical Support unit provides technical advice and support to Parties on: the preparation and communication of nationally determined contributions (NDC); and the preparation of long-term low greenhouse gas emission development strategies (LT-LEDS). The unit also advises on, and facilitates technical support to all Parties, in particular developing countries Parties, in the implementation of mitigation actions, including in those actions and policies reported through NDCs as well as through national communications and biennial transparency reports. In addition, with a view to assisting Parties in ensuring their national strategies and policy actions are well-informed and effective, the unit facilitates the exchange of information and knowledge concerning sectoral and cross-sectoral initiatives and activities across policy, finance and technology.

What you will be doing

Under the general guidance of the Team Lead, P-4, NDC Technical Support unit, the incumbent will support activities involving the Industrial Transition Accelerator (ITA) and other relevant sectoral climate action activities, and collaboration between the secretariat and external actors in this regard, including in relation to support to Parties in implementation and development of NDCs and LT-LEDS.

ITA is an initiative that aims to accelerate delivery of Paris-aligned ambition across heavy industry, transport and energy sectors, to keep 1.5 degrees warming in reach. ITA's Focus will be to accelerate net-zero projects' progression by addressing challenges in decarbonization solutions, promoting green demand, tracking and advocating effective policy levers, creating innovative financing solutions, and pushing sector-specific projects toward tipping points for mass deployment of decarbonization solutions.



Your responsibilities:

Particular activities include:

1. Supporting the Implementation of the ITA Strategy and Work Programme:

- a. Coordinate the implementation of the UNFCCC's contribution to/involvement in ITA's work programme, including events and forums.
- b. Prepare substantive inputs, coordinate stakeholders, and organize meetings/events related to ITA activities.
- c. Draft reports, analyses, and presentations on key results and conclusions.
- d. Support strategic discussions and preparation related to ITA development, including technical documentation.
- e. Assist in the coordination and preparation of technical documents for revisions or developments within the ITA.
- f. Coordinate work through data analysis, tracking bodies, and coalitions related to the ITA.
- g. Ensure coverage of ITA-related topics in relevant UNFCCC bodies, where appropriate.
- h. Coordinate with relevant divisions of the UNFCCC secretariat to support ITA activities.
- i. Support planning and coordination of ITA-related events and activities and integration of them in appropriate UNFCCC fora.
- j. Undertake engagement activities with Parties and non-Party stakeholders.
- k. Collect, synthesize, and prepare substantive inputs required for ITA events and activities.

2. Involvement in representation and Stakeholder Engagement:

- a. Represent the UNFCCC during consultations, providing accurate advice and information.
- b. Liaise with relevant stakeholders, identifying problems and proposing corrective actions.
- c. Communicate with governmental and non-governmental officials, providing guidance and technical support.
- d. Contribute to the development of institutional relationships relevant to the ITA's work.
- e. Support efforts to ensure Nationally Determined Contributions (NDCs) and Long-Term Low-Emission Development Strategies (LT-LEDS) take into account ITA findings, advancements, activities, etc.
- f. Provide support to governments in the development of their NDCs and LT-LEDS, as relates to the high-emitting sectors and/or activities under the ITA.

3. Perform any other job-related activity required to achieve the goals and objectives of the team, the subdivision, the division, the secretariat, including representing the secretariat in technical meetings, workshops and 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.

Being Accountable: Uses UN funds, assets and resources responsibly, effectively and efficiently; takes ownership of own work plan, honors commitments and acknowledges responsibility for any failure in planning or delivering work; respects and operates in compliance with the UN regulations and rules; ensures that own work and contributions to the team are complete, accurate and of the highest quality; takes corrective action to address issues that compromise compliance or delivery.

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.

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 university degree (Master's degree or equivalent) in environmental/climate studies, engineering, data science, economics or a related field. A combination of a university degree plus substantial professional experience in the field may be accepted in lieu of an advanced degree in the relevant discipline.

Experience:

Required: At least 5 (five) years relevant professional experience in climate change, sustainability, energy and industrial sector analysis or related fields. Demonstrated understanding of climate change mitigation, particularly in the context of industrial decarbonization, sectoral mitigation potential analysis and policy advice. Familiarity with the UNFCCC process, including knowledge of relevant frameworks, guidelines, and procedures is an asset.

Other:

Experience in project management, stakeholder engagement, and policy analysis related to climate change and sustainable development. Understanding of the global climate finance landscape & climate project financing Excellent communication and interpersonal skills, with the ability to work effectively in a multicultural environment.



Language skills:

Required: Fluency in written and spoken English is essential.
Working knowledge of another UN official language 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.
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 allowance:
US\$ 64,121
(plus variable post adjustment, currently 41.2% 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.
