



Announcement for Fellowship
Communications and Engagement Division
Action for Climate Empowerment Unit

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
20 December 2023	23/FP03/C&E	As soon as possible	Until December 2024	Bonn, Germany

Publication date: 24 November 2023

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 historic 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.

Thanks to funding from the Government of Italy, the UNFCCC secretariat is launching a new round of the Capacity Award Programme to Advance Capabilities and Institutional Training in one Year (CAPACITY) Fellowship Programme with the aim of developing the capacity of negotiators and therefore increasing the level of implementation of the Paris Agreement. The CAPACITY Fellowship Programme contributes to building capacity for addressing climate change in Small Islands Developing States (SIDS) and Least Developed Countries (LDCs), through the development of local professional expertise by:

- Supporting innovative analytical work on climate change in the context of sustainable development;
- Promoting a network of experts who can bring creative and innovative options to bear on questions of climate change;
- Encouraging the leadership potential of young and promising professionals in their fields.

The Programme target group consists of mid-career professionals who are already in a government's employment and who are nationals of and working in a SIDS or LDC Party. While Fellowships are awarded to individuals, the need for development/training, as described below, must occur within the context of the organization for which an applicant works. The training must help the organization to develop its capacity.

Where will you be working

The Communications and Engagement division serves multiple cross-cutting objectives, including communicating authoritative, relevant and timely information to Parties, non-Party stakeholders and the public regarding the secretariat's process and action on climate change, with emphasis on proactively building support among all stakeholders so as to facilitate climate action and increase ambition.

This position is located in the UNFCCC secretariat in Bonn, Germany, in the Action Empowerment Unit, which consists of a team that supports the implementation of Action for Climate Empowerment (ACE) and youth engagement agendas and a team that supports the implementation of gender and climate change work under the Convention and Paris Agreement. Both teams support the intergovernmental process in relation to their respective work streams.

You will report to the Programme Officer (P-3), Action for Climate Empowerment (ACE) team, under the general guidance of the Team Lead (P-4).



What will you be doing

Expertise is sought to undertake tasks supporting the implementation of the [Glasgow Work Programme on Action for Climate Empowerment](#) (GWP) and its [action plan](#) focusing on two main areas of work:

- Integration of youth and ACE across the UNFCCC workstreams.
- Enhancement of youth engagement in climate policy and action.

In particular, the Fellow will perform the following duties:

Support the integration of youth and ACE across the UNFCCC workstreams:

- Support the team in enhancing synergy and coordination of the work on ACE and youth with other teams and divisions within the secretariat.
- Assess staff and management's awareness of ACE.
- Awareness raising and advocacy efforts, including writing articles and media content for internal and external publications, compiling and disseminating good practices, and organizing events with the technical teams that support constituted bodies, such as knowledge exchanges.
- Develop activities and training to build the capacity of the teams in the secretariat that support UNFCCC constituted bodies on how to integrate ACE and youth considerations into their respective areas of work.
- Prepare guidelines to support tracking, monitoring and reporting of ACE and youth work integrated across the UNFCCC workstreams.

Support to the enhancement of youth engagement in climate policy and action:

- Provide substantive support to activities under the GWP and its action plan.
- Support the planning and coordination of ACE and youth-related events and activities at the global and regional levels, including the activities of the [ACE Hub](#).
- Engage UNFCCC's [Regional Collaboration Centers](#), the [Children and Youth Constituency of UNFCCC](#) (YOUNGO) and relevant non-governmental organizations with a view to enhancing cooperative and coordinated implementation of relevant activities.
- Research and prepare official and non-official reports and technical papers. Collect, analyse and present data and other related information gathered from various sources as required.
- Prepare website, social media and newsletter content and assist the team in the maintenance of the ACE webpages.
- Perform any other job-related activity, including those required to achieve the goals and objectives of the team, the Engagement subdivision, and/or the overall Communication and Engagement Division and secretariat, including participation in meetings, workshops, and/or seminars and making presentations, where appropriate.



What we are offering for Fellow/institution

What the Fellow will learn in this particular fellowship:

- Work in a multicultural and interdisciplinary environment.
- Enhance understanding of the UN system, the climate change intergovernmental process and Action for Climate Empowerment.
- Develop practical knowledge of youth empowerment and climate action.
- Improve the quality of curricula to meet career pathways.

What are we looking for

Educational background

Required: Master degree in development studies, economics, communications, international relations, environmental studies, or a related field. A combination of a first-level university degree and an additional two years of relevant work experience may also be accepted in lieu of an advanced degree.

Experience

Required: At least three years of experience in development cooperation, including relationship management at an institutional level, stakeholder engagement and/or capacity building. Experience in climate change and sustainable development would be a strong asset.

Language skills

Required: Proficiency in written and spoken English.

Desired: Knowledge of another UN official language.

Others

1. The Fellowship Programme is open to individuals who are:
 - a. Currently employed in a governmental organisation (national, regional, provincial or local) including educational institutions, research institutes and ministries.
 - b. nationals of an eligible LDC and SIDS country as listed in the following links (<https://www.un.org/development/desa/dpad/least-developed-country-category/ldcs-at-a-glance.html>) and <https://sustainabledevelopment.un.org/topics/sids/list> (UN members only).
 - c. Maximum of 40 years of age at the closing date of Fellowship Opportunity notice;
2. The secretariat will consider candidates only from SIDS or LDC Parties with a view to ensuring gender balance in the selection of candidates.

What is the selection process

You may be invited for an assessment of your technical/professional knowledge. If successful you may be invited for the final stage of the selection process, which consists of an interview to assess the skills and aptitudes required to successfully perform the functions of the post.



At a certain point and as part of the selection process - do not provide this information at the moment of application - each candidate will be requested to provide the following information:

- a. Obtain permission from their employer for leave of absence for the term of the Fellowship and provide written certification that s/he will return to the Party's governmental institution for at least six months after her/his Fellowship.
- b. Obtain a written letter of intention by their employer that the new knowledge acquired during the fellowship will be integrated in the climate change activities of the government.
- c. Obtain written certification from their employer that the subject of the applied position is relevant to the needs of the organization.

How to apply:

Candidates from SIDS and LDCs, 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. This Programme is not intended for students, and does not provide financial support for an advanced degree, such as fieldwork for a PhD degree
 2. We will confirm receipt of your application. However, only candidates who have been confirmed for an interview will receive notice of the outcome of the selection process.
 3. The monthly stipend including allowances is EUR 4500.
 4. The UNFCCC Secretariat will organise the return trip to Bonn.
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