



ANNOUNCEMENT FOR TEMPORARY APPOINTMENT

Programme Officer, P-3
Adaptation Programme
Cross-Cutting Support and Outreach Sub-programme

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
05 May 2017	17/TA04/A	As soon as possible	11 months	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 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 Adaptation programme of the UNFCCC secretariat supports the intergovernmental process. This process includes activities relating to national adaptation plans (NAPs), national adaptation programmes of action (NAPAs), the Nairobi work programme (NWP), the loss and damage, the Adaptation Committee (AC), research and systematic observation under the Subsidiary Body for Scientific and Technological Advice (SBSTA), and support for the implementation of adaptation action under the Subsidiary Body for Implementation (SBI) and the Ad Hoc Working Group on the Paris Agreement (APA). The Adaptation programme also engages Parties and stakeholders, including national, regional, multilateral and international organizations, across public and private sectors, civil society and other relevant stakeholders. The programme addresses the process of reviewing the adequacy of the long-term global goal under the Convention and the global stocktake under the Paris Agreement and the consideration of various matters related to climate science.

Where will you be working

You will be supporting the Adaptation Committee Unit (ACU) of the Crosscutting Support and Outreach (CSO) subprogramme of the Adaptation Programme. The subprogramme includes two units: (1) the Stakeholder Engagement and Knowledge Management (SEKM) unit and (2) the Adaptation Committee Unit (ACU), which is accountable for supporting the Adaptation Committee.

You will have the following responsibilities:

1. Contributing to activities of the AC related to the workstream on providing technical support and guidance to the Parties on means of implementation, you will:
 - a. Coordinate activities of the AC to enhance collaboration with the Standing Committee on Finance (SCF), the Technology Executive Committee (TEC) and the Climate Technology Centre and Network (CTCN), as well as the financial entities under the Convention and its Kyoto Protocol;
 - b. Prepare an information paper and organize a workshop on experiences of countries in accessing the GCF readiness programme for adaptation, and thus support the AC in its engagement with the Green Climate Fund (GCF), in order to enhance understanding of the Fund's policies and programmatic priorities as they relate to adaptation and as they evolve;



- c. Coordinate collaboration with entities of the Financial Mechanism, the NAP-GSP and the NAP Global Network to support the NAP Taskforce's work on means of implementation for the process to formulate and implement national adaptation plans (NAPs);
 - d. Implement tasks emanating from the Paris Agreement related to needs assessment and mobilization of support.
- 2. Undertaking activities in support of the AC's workstream on the technical examination process on adaptation (TEP-A), you will:
 - a. Support the AC TEP-A Taskforce, including supporting their respective meetings and workplan;
 - b. Prepare technical summaries and policy briefings, in particular in support of the TEP-A's 2017 technical paper on integrating adaptation with the sustainable development goals and the Sendai Framework for disaster risk reduction;
 - c. Provide support to the intergovernmental process.
- 3. Undertaking outreach activities, you will:
 - a. Draft relevant information products for broad dissemination;
 - b. Attend and participate in international, regional and national meetings and workshops;
 - c. Gather information, network and hold discussions with colleagues.

What are we looking for:

Educational background

Required: Advanced university degree in social, environmental or natural sciences or a related discipline. First level university degree in a relevant field; an additional two years of relevant professional experience may be accepted in lieu of advanced university degree.

Experience

Required: At least five (5) years of progressively responsible professional experience, two years of which should be at the international level in environment or development related fields.

Language skills

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

Asset: Working knowledge of another UN language.

Specific professional knowledge

Required: Technical knowledge relating to adaptation in developing countries.

Asset: Familiarity with the areas of work of the Adaptation Programme, including the Cancun Adaptation Framework, in particular the work of the Adaptation Committee in implementing its work plan, as well as UNFCCC negotiations is an asset.

Job related skills

Required: Very strong analytical and drafting skills, and good planning and organizing skills.



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. 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. Indicative net monthly salary and allowances:
US\$ 4,882.00 to US\$ 5,474.00
(plus variable post adjustment, currently 23.4% of net salary),
plus other UN benefits as indicated in the link below:
<https://unfccc.int/secretariat/employment/conditions-of-employment.html>
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