



Announcement for Fellowship

Sustainable Development Mechanisms (SDM)
Global Climate Action Team

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
04 June 2018	18/FP008/SDM	As soon as possible	One year with possibility of extension	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 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 the Capacity Award Programme to Advance Capabilities and Institutional Training in one Year (CAPACITY) as a new Fellowship Programme with the aim of developing capacity of negotiators and therefore increase the level of implementation of the Paris Agreement. The CAPACITY Fellowship Programme will contribute 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 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 Global Climate Action team has the objective to spur higher ambition among Party and non-Party stakeholders, resulting in enhanced climate action to achieve the goals of the Paris Agreement. The immediate goal is enhanced pre-2020 ambition. Since the launch of the Durban Platform, the secretariat has facilitated the mobilization of enhanced climate action through the formal UNFCCC process and informal processes (e.g. Lima-Paris Action Agenda, Momentum for Change). The decisions at COP 21 reflect the need to find greater synergies between these two processes. This has been further reflected in the Marrakech Partnership for Global Climate Action which will guide and frame this work up to 2020.



What will you be doing

Expertise is sought to support the area of global climate action and, in particular, on the Non-State Actor Zone for Climate Action (NAZCA) platform, which provides visibility, recognition and tracking of the commitments made by cities, regions, companies investors and civil society. S/he is accountable for supporting the evolution and operations of NAZCA through the development and management of the data collection process and systems, relationship management, data analysis and technical development. In particular, you will:

- Develop operational processes and digitized templates (e.g. Excel) to receive data from multiple external organizations (i.e. the NAZCA data providers) containing commitments from cities, regions, companies and investors;
- Sanitize and cleanse the data received from the NAZCA data providers by consolidating large datasets from multiple sources, performing quality control checks, seeking clarifications and adjusting data to the required standards;
- Manage the periodic data release cycle by maintaining the release schedule, developing the scope of release, getting the data ready for publication by required deadlines, recording actions taken, publishing the data by liaising with the technical team and collaborating with the communication and outreach programme to promote the release;
- Ensure the data is stored and version controlled appropriately, including by the integration of tools such as Word, Excel, SharePoint and Dynamics CRM
- Performs analysis on NAZCA to identify further improvements on the processing of data gathered from data providers;
- Performs analysis on NAZCA to identify further improvements on the use of data, in particular, with regards the most effective means of showing transformation, tracking climate action progress, integrating data with Parties climate actions data and improving collection and processing of data gathered from data providers;
- Produces overviews, charts and contextual statements on a regular basis of the cities, regions, companies and investors published on NAZCA and their associated commitments;
- Liaises with external research institutions providing complementary analysis services, communicating on the metrics that are needed and providing the information required to deliver the analysis;
- Prepares reports and presentations that highlight the key results and conclusions.



What are we looking for

Educational background

Required: Master degree in environmental, international relations, economics, computer science or related discipline. 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 data analysis, climate policy and climate action issues. Experience in managing large data sets, analyze data sets, produce analytical reports 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
 - a. Currently employed in a governmental organisation (national, regional, provincial or local) including educational institutions, research institutes and ministries.
 - b. Be a national of an eligible LDC or SIDS country.
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 assessment of your technical/professional knowledge and/or 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 further considered candidates 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 upon their return;
- c. Obtain written certification from their employer that the subject of the applied position is relevant to the needs of the releasing entity/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 US\$ 4,663
4. The UNFCCC Secretariat will organise the return trip to Bonn and pay a baggage allowance of up to USD 150 (one way)
