



TEMPORARY APPOINTMENT

FINANCE, TECHNOLOGY AND CAPACITY-BUILDING (FTC) PROGRAMME

Capacity-building and Outreach Unit

ANNOUNCEMENT NO:	14/TA20/FTC
PUBLICATION/TRANSMISSION DATE:	26 June 2014
DEADLINE FOR APPLICATION:	10 July 2014
TITLE AND GRADE:	Associate Programme Officer, P-2
INDICATIVE MONTHLY SALARY:	USD 3,901 to USD 4,395 net (without dependents) USD 4,159 to USD 4,704 net (with dependents) plus variable post adjustment, currently 54.6% of net salary), plus other UN benefits
DURATION OF APPOINTMENT:	Six months with starting date as soon as possible
DUTY STATION:	Bonn, Germany

Background

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 organizational support to meetings of the Parties.

The Finance, Technology and Capacity-building (FTC) programme supports the mobilization of financial resources, international cooperation on technology development and transfer, capacity-building; and education, training and public awareness to enable enhanced action by Parties related to climate change.

At its eighteenth session, the Conference of the Parties (COP) adopted a decision on promoting gender balance and improving the participation of women in UNFCCC negotiations and in the representation of Parties in bodies established pursuant to the Convention or the Kyoto Protocol (23/CP.18). By this decision, the COP established a standing agenda item on gender and climate change and requested the secretariat to maintain information on the gender composition of constituted bodies established under the Convention and the Kyoto Protocol, including information on the representation of women from regional groups, to gather information on the gender composition of delegations to sessions under the Convention and the Kyoto Protocol and to report this information to the COP for its consideration on an annual basis, in order to enable the tracking of progress made towards the goal of gender balance in advancing gender sensitive climate policy.

The Subsidiary Body for Implementation, at its thirty-ninth session, encouraged the secretariat, when conducting capacity-building activities, to consider gender balance and encourage the participation of female delegates who are participating in the UNFCCC process.

The secretariat is seeking support for the implementation of the above mentioned decisions, in particular through the preparation of annual reports to the COP, compilation and dissemination of information of the gender balance, outreach on gender and climate change related issues and servicing intergovernmental negotiations under the standing agenda item.

Responsibilities

Under the guidance of the Team Leader, Capacity-building and Outreach unit of the Finance, Technology and Capacity-building programme, the incumbent will be responsible for conducting the following tasks.

The incumbent will carry out the tasks outlined below:

1. Support the intergovernmental process on issues related to gender and climate change:
 - a. Support the intergovernmental negotiations on gender and climate change under the Subsidiary Body for Implementation and the Conference of the Parties by preparing annual report, background documents, briefing notes and draft negotiating texts;
 - b. Research and analyze mandates, work programmes and activities relating to gender and climate change undertaken by bodies and other institutional arrangements established under the Convention and its Kyoto Protocol;
 - c. Research, analyze and compile information on gender balance at the United Nations Climate Change Conferences and representation of women in bodies and other institutional arrangements established under the Convention and its Kyoto Protocol.
2. Support in-house and interagency cooperation as well as capacity-building activities on gender and climate change:
 - a. Assist in engaging intergovernmental and non-governmental organizations in supporting the implementation of COP decisions on gender and climate change;
 - b. Organizing interagency and stakeholder meetings on gender and climate change on the margins of UNFCCC conferences and during intersessional periods;
 - c. Participate in, and provide support to, the UNFCCC Interprogramme Taskforce on Gender and Climate Change, including through the preparation of background papers and reports on activities within the UN System and by intergovernmental and non-governmental organizations;
 - d. Support the organization of online and in-person training courses for members of the Taskforce and other staff members working on gender related issues;
 - e. Represent the secretariat at relevant international conferences, workshops and other events organized by partner organizations.
3. Strategic outreach and awareness-raising:
 - a. Maintain and regularly update a dedicated web page on gender and climate change;
 - b. Organize an annual 'Gender Day' during sessions of the COP, including a high-level event, side events, interviews and other activities;
 - c. Represent the secretariat at side events relating to gender and climate change conducted by other organizations;
 - d. Highlight gender and climate change issues on the UNFCCC website and social media, including through regular special features on the UNFCCC front page;
 - e. Develop and disseminate awareness materials to promote gender equality in the intergovernmental climate change process.

Requirements

(Only candidates who meet the requirements stated below will be considered.)

Educational background: First level university degree in environmental or development studies, natural science, international relations, international law, economics, communications or related discipline.

Experience: At least three years of professional work experience in the area of climate change environmental issue, gender, capacity building or related field.

Specific professional knowledge and job related skills: Knowledge of concepts and approaches to integrating gender considerations in planning and implementation of sustainable development or climate change strategies and programmes is desirable. Familiarity with the UNFCCC intergovernmental process. Knowledge of information exchange and interaction with various stakeholders including governments, international organizations, research institutions, private sector and non-governmental organizations is an asset. Strong drafting and communication skills and good planning and organizational skills.

Language Requirements: Fluency in English (both oral and written) is essential. Working knowledge of another UN official language is desirable.

To apply

Candidates whose qualifications and experience match the requirements for this position 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.