



## Announcement for Fellowship

Means of Implementation Division  
Capacity-building Sub-division

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
12 August 2022	22/FPO5/MoI	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 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 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 you will be working**

This position is located in the UNFCCC secretariat in Bonn in the Means of Implementation division, which supports the mobilization of financial resources, international cooperation on technology development and transfer, and capacity-building to enable enhanced action on climate change.

More specifically the internship post is located in the Capacity-building sub-division which supports intergovernmental work and negotiations on matters related to capacity-building, the work of the Paris Committee on Capacity-building (PCCB) and other capacity-building projects.



### **What you will be doing**

Expertise is sought in the following areas:

1. The inter-governmental negotiations process on matters related to capacity-building
2. The implementation of the workplan of the Paris Committee on Capacity-building.
3. The capacity-building programme between the Multilateral Environmental Agencies
4. Research on topics relating to needs and priorities of developing countries in implementing the Convention and the Paris Agreement;

#### **1. The inter-governmental negotiations process on matters related to capacity-building**

- Support the compilation and synthesis of in-session and intersessional submissions of Party and non-Party stakeholders on their views related to capacity-building.
- Provide substantive support to the intergovernmental process on capacity-building by providing inputs to annual reports, briefing notes and speaking notes, taking notes of Parties' deliberations and providing inputs to summary reports and similar material;

#### **2. The implementation of the workplan of the Paris Committee on Capacity-building.**

- Provide technical support and substantive input to the meetings of the Paris Committee on Capacity-building (PCCB) by preparing background and technical papers, undertaking the necessary analysis and research to conduct reviews on projects, and supporting the co-chairs in session;
- Provide substantive support to workshops, forums and conferences, including by proposing agenda topics, identifying participants, preparing documents and presentations, etc.

#### **3. The capacity-building programme between the Multilateral Environmental Agencies**

- Research the linkages between climate change, biodiversity and desertification and how synergies between the Rio Conventions can contribute to the implementation of the SDGs
- Support the development of integrated capacity-building for national-level institutions, through projects such as the development of online training courses, regional training workshops

#### **4. Research on topics relating to needs and priorities of developing countries in implementing the Convention and the Paris Agreement;**

- Provide substantive and technical support on work of the subdivision in supporting developing countries translate their needs and priorities into actions by identifying, gathering and analyzing data and information;
- Support the organization of webinars, talks, workshops by providing inputs to the provisional programmes, preparing background documents and presentations, and supporting the preparation of summary reports of each event

### **What we are offering for the Fellow**

- The fellowship will offer an opportunity to deepen the knowledge of the international climate change process and of how the UNFCCC secretariat supports this process, particularly with regard to building the capacity of developing countries to respond to the challenge of climate change.
- The fellow will be encouraged to undertake in-house training in skills and tasks that are necessary for the effective execution of his or her responsibilities at UNFCCC and that support



his or her future career. These may include computer skills, supervisory skills, interviewing skills, team-building training.

- Mentoring on the specific substantive aspects of the incumbent's work will be provided by staff currently working on similar responsibilities. The fellow will, however, be expected to embark on a self-learning exercise, under the guidance of the supervisor and colleagues, to attain the necessary knowledge and level of information to perform fellowship functions effectively.
- At the end of the assignment, the fellow will have acquired knowledge of the international policy that underlines different aspects of capacity-building for developing countries, determination of needs and priorities of developing countries relating to implementation of Convention and Paris Agreement.

### **What we are looking for**

#### **Educational background**

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Required: Master degree in environmental science and policy, economics, management and business administration, development studies, law 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**

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Required: At least three years of progressively responsible professional experience in the area of climate change, particularly in relation to capacity-building for developing countries with involvement in preparing official reports and documents. Working experience in an international and multi-cultural setting is highly desirable.

#### **Language skills**

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Required: Proficiency in written and spoken English.

Desired: Knowledge of another UN official language.

#### **Others**

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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. Be a national 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 values inclusiveness, diversity and gender equity.

### **The selection process**

You may be invited for assessment of your technical/professional knowledge. If successful, you will 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, 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.

Please note that you should not provide this information at this stage of application.

**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, nor to provide 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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