

Vacancy Announcement

Job Title: National Technical Coordinator, Green Climate Fund Readiness Project in Lebanon

Duty Station: Beirut, Lebanon

The South Centre was established in 1995 as a permanent inter-Governmental organization of developing countries. It has full intellectual independence in working towards the establishment of a fair, equitable, and rule-based global order. In responding to the needs of the South, it is open to new ideas and approaches (including multilateralism and regionalism) that can promote better South-South and North-South dialogue and cooperation.

In that context, the South Centre is seeking to recruit a National Technical Coordinator, in the implementation of the 'GCF Readiness and Preparatory Support project' with the Ministry of Environment, Lebanon. The National Technical Coordinator shall report to the Project Manager at the Ministry of Environment in Lebanon and the Program Coordinator, Sustainable Development and Climate Change program at the South Centre.

General Terms:

- The National Technical Coordinator will be engaged on a full time basis by the South Centre until 29 January 2021, which may be renewed subject to satisfactory performance and the availability of funding;
- The selected candidate will work under the direct supervision of the Project Manager at the Ministry of Environment in Lebanon and the Program Coordinator, Sustainable Development and Climate Change program.

Qualifications, Experience and Skills

Education:

- Bachelor Degree in Environmental Sciences (Geography, Environmental Health, Environmental Management, Environmental Technology, Environmental Policy, etc.), climate science, environmental/ecological economics, or related field;
- Master degree in above mentioned fields is an asset. Background in other areas may be considered based on experience and performance in previous positions.

Experience:

- 7 years of relevant experience for a Bachelor Degree; 5 years of relevant experience for a Master Degree;
- Familiarity with multilateral processes is an asset;
- Experience and demonstrated ability in project implementation and in providing technical assistance.

Language and Other skills:

- Fluency in both spoken and written English and Arabic. French is a plus.

Job Description:

Under the guidance of the National Designated Authority and under the supervision of the Ministry of Environment Climate Change advisor, and the South Centre, the National Technical Coordinator shall carry out the following tasks:

Technical Tasks:

GCF No objection procedure and country programme

- Oversee the NDA and NDC committee capacity assessment process to identify gaps, strengths and weaknesses in accessing the GCF;
- Coordinate and oversee the analysis of sectoral priorities and their alignment with national climate change commitments and programmes;
- Lead, coordinate and track activities related to the development of the no objection procedure and of guidelines for GCF project review and monitoring;
- Lead, coordinate and implement activities for the development and endorsement of a country programme with strategic investment priorities for engagement with the GCF, in line with the NDC;
- Coordinate and track the development of GCF concept notes for programmes and projects that advance national priorities;
- Initiate work with government departments, NGOs, Academics, relevant business groups and donors on needed entry points for improving climate expenditure including the development of concept notes for future potential projects;
- Initiate discussions around the potential accreditation process for potential national entities.

Government and other non-state actors engagement

- Identify and liaise with relevant government and non-state actors in all project activities paying attention to the inclusion of women's groups and micro and small enterprises;
- Engage with private sector stakeholders to enhance their commitment to climate mitigation and adaptation activities;
- Help in aligning the private sector initiatives (such as Global Compact Network, Lebanon Climate Act, etc,) to develop projects according to GCF procedures;

Capacity building activities

- Identify gaps and capacity building needs and map capacity building initiatives and tools that have been implemented;
- Coordinate and organize capacity building activities targeted towards the NDA and other national institutions and related to the GCF and climate finance.

Communication and awareness

- Bring awareness on the project and the GCF funding options, priorities and requirements especially to stakeholders who will be involved in the country programme development, namely the NDA, the NDC committee and non-state actors;
- Coordinate and track activities related to the development and implementation of a public communication strategy including social media, media releases, web-based discussions. Arrange for the production and dissemination of communication material in both Arabic and English.

Synchronization with other climate change and development agendas

- Adopt a gender and sustainable development approach in the implementation of project activities and in project outputs;
- Align all project activities with climate change related policies and initiatives (LEDS, NDC, private sector activities, etc.) and build complementarity between initiatives;
- Maintain and improve the existing climate change institutional arrangements with governmental institutions and private sector;
- Assist the NDA and the climate change office at the Ministry of Environment with GCF related issues;
- Support the climate change office at the Ministry of Environment in tasks related to the implementation of other climate change projects.

South-South exchange

- Coordinate south south exchange activities with countries that have experience with GCF engagements and extract lessons learned and best practices.

Coordination and Administrative Tasks:

- Prepare scope, detailed work plan (and annual work plans) with clear objectives, activities, deliverables, budget, ToRs, final outputs and detailed schedule of milestones, as well as risks to the project implementation, and update periodically;
- Coordinate and track all project activities including tasks of the consultants and companies, contractual arrangements, payment terms and requirements in coordination with South Centre;
- Prepare workshop and project inception, progress and final reports in line with NDA, GCF and South Centre reporting requirements;
- Review project outputs and submitted drafts and final reports of consultants and ensure that they are in compliance with the Terms of References and GCF guidelines;
- Oversee the work of the Project Research Assistant;
- Centralize and build a database of all project information and reports provided by consultants surveyors, and other data sources;
- Archive and maintain an up-to-date filing structure for all documents activities of the project.
- Prepare for meetings and presentations as needed;
- Facilitate and moderate workshops and focus group discussion when needed;
- Draft correspondence in English and/or Arabic, and follow up on correspondence;
- Perform additional tasks, within scope of work and as required by the NDA and the Climate Change office at the Ministry of Environment.

Work implies frequent interaction with the following:

Officials at Ministry of Environment, other Officials, community groups and other stakeholders within Lebanon, the officials at the Green Climate Fund and the staff of the South Centre.

Results expected:

Effective and coherent work program implementation on the Green Climate Fund Readiness Project, including on issues and activities that are responsive to the needs of Lebanon's Ministry of Environment; development and implementation of assigned program activities; provision of well-researched and sound analysis of issues; preparation of draft and/or final research outputs

and briefing notes and other program documents; effective and timely liaison and interaction with colleagues and concerned parties internally and externally; efficient use of resources.

Competencies:

Professionalism and technical skills

- Strong understanding of Lebanon's environment and climate change issues.
- Working and liaising with public administration, development partners, United Nations system NGOs, academia, and the private sector.
- Conscientious and efficient in meeting commitments, observing deadlines and achieving results.

Functional skills and abilities

- Commitment to problem solving and critical thinking;
- Strong research and analytical skills;
- Excellent communication and organizational skills;
- Ability to work under stress;
- Team player and facilitating teamwork;
- Proactive, motivated and meticulous with an ability to be flexible and adaptive;
- Strong exposure and knowledge of Microsoft office applications, mainly, Excel, Word, Power Point.

Contract type and Remuneration:

Consultancy contract, with a monthly remuneration of US\$ 3,500 – US\$ 4,000

Selection Process:

Applicants should send their CVs and a motivation letter in English at applications@southcentre.int (stating the Job title within this vacancy announcement) no later than CET 24.00 hrs. on 19 December 2019

Copies of qualifications, previous employment certificates, publications etc. should not be sent with the application. These may be requested at later stage.

Only short listed candidates would appear for an interview. Only successful candidate shall be contacted and thus candidates are kindly requested to refrain from enquiring about progress of their application.

The selected candidate is expected to take up the assignment by 03 February 2020.

About the South Centre:

The South Centre is the inter-governmental policy research institution of developing countries, with currently 54 developing country member States from Africa, Asia and the Pacific, and Latin America and the Caribbean. The South Centre promotes more effective South-South cooperation and coordination, supports developing countries in participating in and voicing their development interests and priorities more effectively in various multilateral and regional development policy-related issues and fora, and provides policy advice and technical assistance to governments on their national development-related policies.

The main activities of the Centre are policy research and analysis, convening of meetings and conferences for developing countries to share views and experiences, and technical assistance and capacity building activities. The issues taken up by the Centre include international and regional trade policy, global macroeconomic and finance issues, global public health, innovation and intellectual property policy, climate change, environment and sustainable development, international economic issues including tax policy, external debt and international investment



policy; human rights policy; global governance for and North-South relations, South-South cooperation, and global governance for development. The South Centre has three major institutional pillars: The Council of Representatives in which the Member States are represented; the Board comprising a Chairperson and members who act in their individual capacities and provide guidance to the Secretariat; and the Secretariat headed by the Executive Director which implements the activities of the South Centre. The Secretariat is accountable to and works under the guidance of the Board and the Council.