



Outreach and Partnership Specialist

Grade	IS – 4 Specialist	Duty station	Songdo, Incheon - Korea
Contract type	3 years	Number of posts	1
Recruitment type	International	Closing date	28 September 2017
Unit	Communications & Outreach	Vacancy code	GCF/Recruit/222
Reporting to	Head of Communications & Outreach		

The mission of the Green Climate Fund is to assist developing countries to respond to climate change while bringing prosperity to their peoples.

Established in 2010, the GCF invests in transformational climate projects in the developing world. The Fund makes an ambitious contribution to global climate action and channels significant financial resources into developing countries to help build low-emission and climate-resilient societies. It is country-driven and undertakes actions which reflect the circumstances of each country concerned and its national aspirations. The GCF is a key enabler of the 2015 Paris Agreement on Climate Change.

Since its establishment, the GCF has mobilized 10.3 billion USD, accredited 54 entities to channel its resources and approved 43 funding proposals. In addition, it has built up an extensive program to support developing countries identify their needs, in particular those who are most vulnerable to climate change impacts.

The GCF's diverse workforce is advancing its mission from its headquarters in South Korea. Our talented staff make unique contributions to the Fund, enriching the institution through their combined expertise and professional commitment.

We are looking to expand our team with more highly skilled and adaptable people who are driven by our mandate, people who appreciate challenges and know how to deliver and thrive in a fast moving, dynamic environment.

Position description

The Outreach & Partnership Specialist will play a critical role in shaping the engagement strategies through which the Fund works with others to promote a unified global response to climate change. Through targeted outreach, advocacy, and communication efforts, GCF engages with policy makers and opinion leaders, promotes an informed public debate on climate finance, and works to achieve change based on the ideas and analysis set out in its mandate and work plans. Through these activities, the position will have a direct impact on GCF's external relation goals. The Specialist will engage with key Partners and media, identifying opportunities to influence debates, shape and organize high-profile events, and provide support to outreach initiatives by Senior Management officials.

Duties and responsibilities

- Advise on the development and implementation of an integrated office-wide GCF outreach and advocacy strategy to generate political interest and public debate on climate finance;
- Broaden the GCF partnership base; build strategic partnerships between GCF and relevant Partners that can help increase strategic focus of the organization;
- Devise and implement plans to cultivate links with strategically relevant stakeholders, key prospective Partners, media and opinion leaders;
- Mobilize multipliers and engage with them in high-profile outreach initiatives that increase awareness and visibility of GCF;
- Develop and manage integrated awareness and communication campaigns with multiple objectives, both for specialty and public audiences; drive the conception and design of high-profile public events and engagement plans; identify objectives, audiences, messaging and communication vehicles; plan and conduct awareness activities and campaigns with organized groups, including parliamentarians, government representatives, corporate leaders, CSOs and academic institutions to promulgate information on GCF;
- Coordinate global and regional launches of high-profile GCF reports and white papers for broadest possible impact and influence of GCF messages;
- Work with all GCF teams to identify and utilize strategic outreach opportunities;
- Work closely with media representatives and multipliers to spread GCF content through different channels;
- Develop, oversee and manage GCF's Outreach, Partnership and Advocacy work plan and budget, including outreach procurement;
- Produce information materials related to outreach and partnership activities; draft content, remarks, pamphlets, policy papers, reports, and news articles for publication;
- Contribute to and review commercial and academic marketing plans to ensure that GCF information products reach new audiences; oversee GCF publishing and distribution contracts;
- Contribute to the design and delivery of state-of-the-art engagement management tools;
- Manage consultants, budgets, and internal processes; and
- Undertake any other tasks, as required.

Expected experience and qualifications*

- Master's degree in a major field, e.g.: economics, law, international relations, or humanities;
- Minimum 9 years of professional experience in political communications and advocacy;
- Demonstrated experience with international institutions, incl. the United Nations System;
- Expert level understanding of climate change science and politics;
- Ability to network with clients at senior level;
- Management experience in strategic outreach for high profile organizations or individuals;
- Editorial experience in shaping narratives and building compelling multimedia content for targeted audiences;
- Journalistic experience at the international level, or work in a multilateral organization;
- Strong communication skills in English;
- Balanced judgment and absolute commitment to confidentiality;
- Impeccable interpersonal skills; cultural sensitivity in communicating with staff at all levels; presentation skills; and
- Excellent written and oral communication skills in English are essential for this position; knowledge of another UN language an advantage.

*The person assessed by the Selection Panel as most suitable for the position will be proposed for appointment. The above criteria should be seen as indicators of the experience and skills that would qualify candidates for consideration. Selection among short-listed candidates will also take into account performance at interview, appropriate testing, and references.

Required competencies

- Leadership
- Planning and Organizing
- Team work
- Building trust
- Communication

How to apply

Interested candidates are requested to send their CV and a letter of interest in a **single PDF file** to:
recruitment@gcfund.org

File name: “[last name], [first name]” (e.g. Peterson, Anna)

Subject line: “Outreach & Partnership Specialist”

Upon submission of your application, you will receive an automatic e-mail acknowledging receipt of your application. Should you not receive a response, however, please check your spam/clutter mail before resubmitting your application. Please also ensure to use the correct spelling for the subject line of your e-mail. Thank you.

Applications from women and nationals of developing countries are strongly encouraged.