



**GREEN
CLIMATE
FUND**

Private Sector Facility Consultant

Songdo, South Korea

The Green Climate Fund is a new multilateral fund created to make a significant and ambitious contribution to the global efforts towards attaining the goals set by the international community to combat climate change.

GCF will contribute to the achievement of the ultimate objective of the United Nations Framework Convention on Climate Change. In the context of sustainable development, GCF will promote the paradigm shift towards low-emission and climate-resilient development pathways by providing support to developing countries to limit or reduce their greenhouse gas emissions and to adapt to the impacts of climate change, taking into account the needs of those developing countries particularly vulnerable to the adverse effects of climate change. GCF will pursue a country-driven approach in its operations.

GCF is governed by a Board, composed of an equal representation of developed and developing countries. The Fund is operated by an independent Secretariat headed by an Executive Director.

Role

Under the overall guidance of the Director of the Private Sector Facility, and responding directly to the Head, Private Equity Funds, the Consultant will take leadership of the review, analysis, fact finding, second-tier due diligence, negotiations of PE funds and venture funding proposals received as part of the Mobilizing Funds at Scale (MFS) Request for Proposal (RfP).

Duties and responsibilities

The Consultant will be responsible for but not limited to:

- Evaluate and verify the climate narrative presented in the Funding Proposals (FP) and advising investment staff on the quality of mitigation and adaptation methodologies accepted by international climate science organizations such as IPCC, UNFCCC.
- Taking leadership on the review and process of Funding Proposals (FP) generated from the Mobilizing Funds at Scale RFP by handling the multi-stage evaluation process of concept notes submitted and working in a team of PE Funds colleagues;
- Taking the leadership in organizing the visits and schedules of accredited entities visiting HQ to negotiate AMAs and FAAs terms and conditions;
- Drafting Board and Between Board Meetings decision documents related to ongoing project that need modifications;
- Evaluating changes in legal documents from the time of Board approval to before FAA execution;
- Supporting the dialogues with the Operations Committee on projects' terms changes and following up with the committee's recommendations;
- Assisting entities structure their business proposals into bankable funding proposals;
- Conducting research and analysis and prepare Board documentation, within timelines, in relation to the funding proposals for shortlisted concepts under the RFP; and

Green Climate Fund

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- Performing additional operation tasks assigned by the Director and Specialists.

Required experience and qualifications

- Master's Degree, in finance, economics, accounting, climate policy or other relevant subject(s);
- At least 2 years of relevant experience. Experience in international organization is preferred;
- Experience in strategy and establishing strong working relationships with internal and external clients;
- Analytically-minded with strong presentation skills;
- Passion about delivery and focus on results;
- Ability to embrace fast-paced dynamic environment and adapt to change;
- Fluency in English is essential; knowledge of another United Nations language is an advantage; and
- Proficient with Microsoft Office.

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

Interested candidates are required to send an email attaching their CV and a letter of interest in a single file to: roster@gcfund.org

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

Subject line: "Private Sector Facility Consultant"

Please indicate your earliest availability to begin the assignment.

Closing date for applications is 11 January 2019 (KST). Applications submitted after the closing date may not be considered.

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.