



---

## Call for Roster of Subject Experts - Independent Redress Mechanism

Remote

The Green Climate Fund (GCF) is a new multilateral fund created to make a significant and ambitious contribution to the global efforts to combat climate change. The Fund will promote 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.

The Independent Redress Mechanism (IRM) is the accountability mechanism of the GCF. The IRM responds to complaints by people who believe they have been adversely affected by GCF projects or programmes. The IRM also accepts requests by developing countries for the reconsideration of proposals that were denied funding by the GCF Board. The IRM uses both problem solving and independent compliance review approaches to provide redress and accountability. The IRM reports directly to the Board and is subject to Board decisions. It is independent of the Secretariat of the GCF. More about the IRM can be found at <http://www.greenclimate.fund/independent-redress-mechanism>.

The IRM is establishing a roster of Subject Experts to support the IRM in the discharge of its functions, particularly as it relates to complaints filed with the mechanism. The Consultants will be remotely based and be selected from the roster and retained when the IRM determines it needs specific subject expertise in relation to its work. S/He will report to the Head of the IRM or other designated staff and will be responsible for supporting, giving expert advice and/or reviewing cases handled by the IRM. Placement on the roster does not guarantee employment or any other related engagement with the IRM or the GCF.

The IRM is interested in receiving applications from candidates in the following areas of expertise:

- Access to information, privacy and disclosure
- Agriculture
- Air and water pollution
- Coastal dynamics and conservation
- Environmental and social safeguards
- Environmental science
- Gender
- Grievance redress, stakeholder engagement and public participation/social consultation
- Indigenous people
- Involuntary resettlement and social displacement
- Labor and human resources
- Land tenure and land rights
- Marine and aquatic life
- Project planning, development and management
- Public health
- Renewable energy
- Resource economics
- Soil and geo chemistry
- Transportation, urban planning and development

## **Duties and responsibilities**

Under the guidance of the Head of the IRM, the Consultant will be responsible for:

- Reviewing data, project or background documentation related to a specific IRM case, as necessary;
- Supporting the IRM in conducting interviews in HQ or on-site as may be required;
- Providing timely assessment and subject matter review on specific issues related to an IRM case or work product as may be assigned and based on specific terms of reference and assessment provided by the IRM;
- Applying international best practices in the specific subject of expertise as it would relate to the IRM's work;
- Reviewing and/or providing inputs into eligibility determinations, compliance appraisal reports, compliance investigations, problem solving processes, recommendations, remedial action plans, monitoring reports, capacity building efforts, advisory service or outreach and public awareness initiatives that may result from the IRM's work;
- Providing regular reports as directed and requested by the Head of the Unit to assure proper documentation;
- Supporting the preparation of formal IRM reports;
- Coordinating with the redress mechanisms of Accredited and Implementing Entities or other involved parties, where necessary; and
- Performing additional tasks as may be assigned or delegated by the Head of the Unit.

## **Expected experience and qualifications**

- Master's degree or higher in the subject area of specialization;
- A minimum of 10 years of relevant experience in the areas relevant to the field of specialization as a Consultant, researcher, or full-time employee of an organization;
- Extremely high level of independence, integrity and impartiality;
- Ability to use independent and sound judgment and to manage and impart confidential information;
- Strong objective critical and analytical skills and the ability to analyze, evaluate, summarize and effectively present data;
- Demonstrated capacity to provide concise, to-the-point, and thorough reports of assessments, recommendations, case studies and reviews;
- Capacity to work effectively with a range of stakeholders including private sector, government, NGOs and project affected communities;
- Ability to work independently and under pressure with a high level of accuracy and attention to detail;
- Strong interpersonal skills, and highly developed cultural and gender sensitivity in communicating with all levels of staff, stakeholders and external clients, both orally and in writing;
- Experience working in developing countries; and
- Fluency in English is essential; knowledge of another United Nations language is an advantage.

## **Important role prerequisites**

- The applicant must not currently be working with the GCF Secretariat as a Consultant or in any other related role, or form part of any GCF Secretariat roster within the last 24 months.
- S/he must not have engaged with the GCF Secretariat as a Consultant, Staff, Secondment Staff, or any related role for the last 24 months.

- Once a candidate is selected to support the IRM, the IRM will conduct a conflict of interest check particular to the applicant's engagement/s with GCF and any other relevant entity/project.
- Once a Consultant has performed work for the IRM, she/he is encouraged to observe a 24-month cooling off period before assuming employment or accepting any functions in the GCF Secretariat.
- Should a Consultant assume employment or accept any functions in the GCF Secretariat while being on the IRM register, the Consultant should immediately notify the IRM and not undertake any work for the IRM for at least 24 months. The IRM may remove a Consultant from the IRM register if s/he undertakes work for the GCF Secretariat while being on the IRM register.

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

Interested candidates, are required to send an e-mail attaching their CV and a letter of interest in a single file to: [roster@gcfund.org](mailto:roster@gcfund.org) and [irm@gcfund.org](mailto:irm@gcfund.org)

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

Subject line: "IRM Subject Expert in (\_\_\_\_\_)"

Please indicate the subject area(s) you are applying (e.g. Agriculture, Renewable energy)

**Administration of the roster**

Potential applicants may be requested to participate in web-based or Skype interviews and may be asked to submit examples of previous work.

Applications, pre-selection and interview is on a rolling basis. Applicants who meet the requirements above will be added to the IRM Roster. Depending on needs, candidates on the roster may be contacted to ascertain their availability, following which contractual arrangements on various durations will be made accordingly.

*Upon submission of your application, you will receive an automatic e-mail acknowledging receipt of your application. If a response is not received, 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.*