

Call for Roster of Mediators/Problem Solving 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 mediators/problem solving experts to support its work, particularly as it relates to complaints filed with the mechanism. The experts will be based remotely and will be selected from the roster and retained when the IRM determines it needs support in a specific case. The experts will report to the Head of the IRM or other designated staff and will be responsible for the management of problem solving processes related to complaints from people affected by projects funded by the GCF. Placement on the roster does not guarantee employment or any other related engagement with the IRM or the GCF.

Duties and Responsibilities:

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

- Review project documentation and other background information in relation to a specific case;
- Support and/or conduct stakeholder mapping and initial engagement with the parties in dispute to understand the situation, issues and potential for a problem-solving process;
- Directly engage with the parties in close coordination with IRM staff;
- Design problem solving processes, including ground rules or frameworks, in consultation with the parties and subject to their needs;
- Support capacity building for parties as may be required for the case;
- Manage problem solving efforts, and serve as the primary mediator or third-party neutral between the parties in dispute;
- Organize and conduct site visits, bilateral and joint meetings as part of the problem-solving process;
- Assist parties in overcoming impasses to problem solving;
- Coordinate closely with the IRM staff throughout the problem-solving process, and provide regular and proactive reports to the IRM on the progress of the efforts;
- Assist parties in reaching and drafting agreements, and monitoring implementation of those agreements;

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- Support the mechanism by proactively identifying lessons learned from cases filed with the IRM;
 - Support in meetings with complainants, stakeholders, GCF Secretariat staff, staff of Accredited Entities and National Designated Authorities, government officials and Board members; and
 - Perform additional tasks as may be assigned or delegated by the supervising staff.

Expected experience and qualifications:

- Master's degree in a subject relevant to problem solving, conflict management, mediation, dispute resolution, or other related field (required, but may exceptionally be waived if the candidate has commensurate professional experience together with a Bachelor's degree);
- At least 7 years of relevant experience, of which at least 5 should be in designing problem solving processes and mediating or facilitating agreements between parties in dispute;
- The IRM's preference is to appoint mediators based in the developing countries in which complaints are received, and applications from candidates based in, or with experience working in a developing country will accordingly be preferred;
- Extremely high level of independence, integrity and impartiality;
- Experience working with multi-party processes, particularly involving communities, private sector and government stakeholders;
- Knowledge of social and environmental issues is a plus, particularly as they relate to social and environmental safeguards;
- Ability to work independently and under pressure with a high-level of accuracy and attention to detail;
- Ability to exercise tact and discretion in dealing with internal and external parties;
- Strong interpersonal skills, and highly developed cultural sensitivity in communicating with all levels of stakeholders, both orally and in writing;
- Ability to use independent and sound judgment and to manage confidential information and processes; and
- Working knowledge of English, and fluency in other languages is highly desirable.

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, employee, 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 candidate's engagement/s with GCF and any other relevant entity/project.
- Once a consultant has performed work for the IRM, s/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 and irm@gcfund.org

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

Subject line: “IRM Mediator or Problem-Solving Expert”

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.

The Roster is constituted on a rolling basis. Please note that application assessment, pre-selection and interviewing is conducted every four months, in January, May and September. We kindly request that candidates manage their expectations accordingly.

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.