



SAP Climate Change Specialist

Contract type	Secondment	Duty station	Songdo, Incheon - Korea
Unit	Division of Mitigation and Adaptation	Number of posts	1
Vacancy code	GCF/Secondment/22		

Position description

The Simplified Approval Process (SAP) Climate Change Specialist will provide dedicated technical expertise in the mitigation and adaption to climate change domain, support the development of the pipeline of investments within the Simplified Approval Process Pilot Scheme as well as all the relevant activities relate to the implementation of the SAP.

S/he will work closely with accredited entities, national designated authorities and other internal/external stakeholders by providing substantive guidance on methodological matters and technical inputs.

S/he will report to the Manager for the SAP and work in close collaboration with the staff from the Mitigation and Adaptation Division (DMA), the Private Sector Facility (PSF) and the Country Programming Division (CPD) of the GCF Secretariat.

Duties and responsibilities

- Technical backstop to the DMA and PSF task managers and task support in the review and assessment of SAP concept notes and funding proposals.
- As needed, provide review and assessment of projects/programmes funding proposals and concept notes as well as other applications to the Fund under the SAP modality, by providing high-quality inputs and assuring compliance with the GCF policies and procedures;
- Support DMA and PSF task teams and the Portfolio Management Unit (PMU) in monitoring the SAP portfolio and providing support to the implementation of the projects/programmes to ensure their performance is in line with the intended results;
- Develop relevant policy documents, operational guidelines, procedures, document templates, reports, tools, learning and capacity building material related to the SAP;
- Implement in coordination with the External Affairs Division a communication plan for the SAP;
- Contribute to the Fund's knowledge management activities by providing technical expertise in the SAP;
- Contribute to design and implementation of operations information systems related to the SAP in collaboration with the DMA, CPD, PSD and the Information and Communication and Technology Unit;
- In collaboration with CPD, coordinate closely with the accredited entities, national designated authorities and other divisions of the Secretariat, with CPD on issues related to entity work programmes and country strategies;
- Support National Designated Authorities/Focal Points, Accredited Entities and in particular Direct Access Entities, as well as any other relevant stakeholders, in the development of SAP proposals;
- Act, as needed, as focal person for SAP related meetings and workshops and represent the GCF Secretariat on event featuring the SAP;
- Support any additional analytical and operational tasks as assigned by the SAP Manager.

Expected experience and qualifications

- Master's degree or equivalent in economics, agriculture, engineering, energy, environmental science, or other related fields in the areas of mitigation and/or adaptation to climate change;
- Minimum nine (9) years of relevant experience in project origination, development, management and/or financing in relation to climate change project either in mitigation or adaptation or preferably both;
- Understanding of climate policy as well as keep abreast of ongoing discussions and decisions under the Framework Convention on Climate Change (UNFCCC) is desirable;
- Experience in working with national governments and agencies and or international governmental or non-governmental organizations and/or multilateral financial institutions or climate funds is desirable;
- Experience in monitoring, reporting, and evaluation aspects of projects especially in a climate context;
- Experience in working in and with developing countries;
- Excellent interpersonal skills and ability to interact with a broad range of stakeholders, communicate at various levels and maintain good working relationships;
- Good teamwork, proactive and can-do attitude, and ability to act as a team leader when required;
- Excellent analytical and writing skills; and
- Fluency in English is essential; knowledge of another United Nations language is an advantage.