



RCC East and Southern Africa

Collaboration for Climate Action

TERMS OF REFERENCE Associate Climate Action Specialist

Deadline for application	Expected date for entry on duty	Duration of appointment	Duty Station
23 rd February 2024	As soon as possible	12 Months	Uganda, Kampala

The **UN Climate Change Regional Collaboration Centre for East and Southern Africa - RCC EAS Africa** – was established in 2013 by UN Climate Change (UNFCCC) and the East Africa Development Bank (EADB) to provide hands-on support to governments, NGOs, and the private sector in Eastern and Southern African countries including Angola, Botswana, Eritrea, Eswatini, Ethiopia, Kenya, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Rwanda, Seychelles, South Africa, South Sudan, Tanzania, Uganda, Zambia and Zimbabwe.

RCC EAS Africa is dedicated to the objectives of the United Nations Framework Convention on Climate Change, the Kyoto Protocol, and the Paris Climate Change Agreement. It helps channel local, regional and global resources into climate action to facilitate the implementation of countries' Nationally Determined Contributions (NDCs) to the Paris Agreement, National Adaptation Plans, roadmaps for implementation of the 2030 Agenda for Sustainable Development, and other relevant policies and strategies of countries in the region.

Responsibilities

RCC EAS Africa support includes Nationally Determined Contributions (NDCs), the development and adoption of climate policies and economic instruments (e.g., carbon market, carbon pricing, subsidy schemes), Adaptation, including Loss and Damage, MRV and transparency frameworks, facilitation of climate finance, Gender and Youth engagements in Climate Action, engagement on instruments foreseen by Article 6 of the Paris Agreement and action by non-party stakeholders.

Under the overall guidance of the RCC Global Lead and direct supervision of the UNFCCC Regional Lead for East and Southern Africa, the incumbent will undertake the following tasks:

1. Support Stakeholders in the Climate Change Process
 - Provides technical and operational support to meetings, stakeholder workshops;
 - Drafts concept notes in preparation of meetings, and consultations with stakeholder to brief on the status of negotiations relating to the implementation of the Paris Agreement;
 - Assist in research activities and data management.

2. Support to the implementation of climate action activities in the context of the implementation of the Paris Agreement.
 - Contributes to the implementation of the secretariat's Initiative for National Readiness for Implementation of the Paris Agreement by conducting research, analysis and presentation of potential interventions to support the implementation of climate action on the ground;
 - Conducts an in-depth assessment of existing training and capacity building interventions available in the region including the identification of the needs in terms of capacity development of stakeholders;
 - Supports the Regional Lead in implementation of the Greenovations project geared towards Empowering African Youth and Women Green Entrepreneurs by strengthening the ecosystem of innovation and entrepreneur-ship with appropriated measures and structures to support green economic transformation in the continent;

3. Operational assistance to the activities of the RCC
 - Upon delegated authority by the Regional Lead, represents the RCC in committees, meetings and other consultative activities involving partners, government(s), stakeholders, civil society and other UN agencies.
 - Assists with the design and implementation of activities to support different workstreams in the RCC annual working plans;
 - Prepares newsletters, documents and material to showcase RCC work to various stakeholders
 - Monitors and prepares reports on the RCC workplan with suggestions on required improvements and lessons learnt;
 - Develops a communication plan to outreach regional key stakeholders to establish partnership' including development of terms of collaboration and sharing information and best practices.

What are we looking for

Skills and experience in:

- Administrating, monitoring and reporting on implementation of activities
- Operations, portfolio, programme and project management in an international enviroment.
- Experience of coordinating and consolidating input from multi stakeholders pertaining to mandated work plans, agreements, financial disbursement and reporting modalities.
- Good understanding of climate change issues.

Educational background

Required: Bachelors degree in: Economics, environmental economics, environmental science, marketing, business administration, international affairs, social science or a related discipline.

Experience

Required: A minimum of 3 (three) years of professional work experience in the area of climate change, sustainable development or environment context. At least 1 year should have been in an international environment. Experience in writing technical and official reports.

Language skills

Required: Fluency in oral and written English.

How to apply:

Candidates whose qualifications and experience match what we are looking for should send their resume and cover letter to the Regional Lead, RCC EAS Africa, via email at rcceasafrica@unfccc.int by **23rd February 2024**. Please indicate "Associate Climate Action Specialist" in your email subject.

Please note:

1. Both women and men are highly encouraged to apply.
2. We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the outcome of the selection process.
3. The position is based in Kampala. Applicants who are not based in Uganda will bear their own relocation costs.