



TERMS OF REFERENCE

Junior Professional Officers (JPO)

Please indicate if this ToR supersedes a previously submitted ToR:

I. General Information:

Title:

Program Analyst, REDD+

Sector of Assignment:

Environment & Energy (focus on REDD - Reducing Emissions from Deforestation and forest Degradation)

Country:

Kenya (with a regional function across Africa)

Location (city):

Nairobi, with missions to REDD partner countries in the Regional Bureau for Africa (RBA) area

Agency:

UNDP

II. Supervision:

Name of Supervisor:

Josep A. Gari

Title of Supervisor:

UNDP Regional Technical Advisor, REDD+

Content and methodology of supervision:

(Describe in detail type and manner of supervision, e.g., timing and number of meetings with supervisor; feedback sessions on performance against established work plan)

The JPO will be part of UNDP/BDP/EEG's REDD+ team of regional advisors for Africa. The regional team is based in Nairobi, Kenya, due to the fact that UNDP partners with UNEP (and FAO) in the UN-REDD Programme – UNEP's UN-REDD team is predominantly based in Nairobi. This co-location with UNEP enhances the collaboration with UNEP, through the development of a UN-REDD "community of practice" for REDD+ in Africa, hence strengthening joint programme delivery in Africa. As such, the JPO will work in a highly collaborative and inter-agency environment, contributing to UNDP's efforts to "Deliver as One".

The regional team is led by a senior Regional Technical Advisor (RTA) and is placed under the aegis of the UNDP Resident Representative in Kenya. The JPO will work under the direct supervision of the RTA and under the guidance of the Principal Policy & Technical Advisor, REDD+ (PTA). The regional team will meet regularly and the JPO will also participate in teleconferences, annual planning meetings and other working meetings of the global EEG REDD+ team. The JPO will have clear annual work plans with priorities and targets, and will undergo a Results & Competency Assessment (RCA) every year.

III. Duties, Responsibilities and Output Expectations:

Please include percentages for each duty:

(Please include percentages for each duty. Describe briefly the main tasks specific to this assignment and output expectations during the first and second year of assignment)

With the recent expansion of the UN-REDD Programme and UNDP's role as a Delivery Partner of the FCPF, a wide range of services and a higher degree of technical assistance are being requested from the participating countries in Africa. There is an increasing need to systematically collect and analyze nationally-generated lessons and good practices for effective knowledge sharing within and between the region(s) in order to support the implementation of country programmes and the current evidence-based global negotiations and discussions in shaping the REDD+ architecture and mechanisms at the global scale.

The JPO will in particular be responsible for:

I. Documentation, Analysis and Dissemination of Lessons and Good Practices (50%) through:

- Collating and analyzing lessons and good practices (nationally, regionally and globally) to be used as support tools for decision making and planning at national level, as well as to better guide and enhance national REDD+ processes – in particular, such analysis should serve to support to the implementation of national REDD+ programmes and initiatives, including, inter alia, on policy advice, the design of REDD+ and green-development strategies, REDD+ financial mechanisms (e.g. national REDD+ and climate funds), REDD+ financing opportunities (e.g. investment phase, donor dialogue), technical assessments & assistance, capacity building, and the development of social and environmental safeguards;

- Establishing and maintaining a system to collect, take stock and disseminate lessons and good practices (such as may be: a repository system; a portal on Africa REDD+ processes; a database of practitioners, experts and key organizations that support REDD+ in Africa; and/or a roster of consultants and experts that can provide technical assistance to African countries) – N.B.: IT support or training will be provided as needed;

- Contribute to knowledge-raising and technical assistance initiatives in the region and promote collaborative partnerships and networks within and outside the UN-REDD community to further facilitate delivery of knowledge products and mutual learning within and across the region and its stakeholders;

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- Other activities, as agreed with the RTA or PTA.

II. Technical Assistance in Country Programme Implementation (50%) through:

- Providing technical guidance to countries in terms of the design of their REDD+ readiness framework, implementation structures, and any other aspects required, with particular focus on the following UN-REDD active countries: DRC, Zambia, Tanzania, Nigeria, Republic of Congo and Kenya;

- Participation in the preparation of new REDD+ country programmes, REDD+ investment initiatives, and technical-assistance activities, as funding becomes available;

- Monitoring the national programmes in the Africa region to ensure that the key products of country programmes meet the quality standards set at both the regional and global programme levels, and that reporting reflects achievements, impact and lessons; and

- Other activities, as agreed with the RTA or PTA.

IV. Qualifications and Experience:

Education (only Master's degree or equivalent):

(Indicate Master's degree or equivalent in specified development-related discipline, and desired emphasis, if applicable)

Masters degree or equivalent in natural resources management, forestry, environmental economics, development or related discipline.

Work Experience (at least 1 to 2 years relevant work experience):

(Indicate the desired work experience in key areas, if appropriate)

A minimum of 3 years of demonstrable professional experience in projects or policies for natural resource management, forestry or sustainable rural development is needed. Experience in international development is also desired, as well as some experience in Africa. Experience with UN institutions and programmes, with REDD projects and/or with private-sector's engagement in environmental causes would be a plus.

Key Competencies of the assignment:

(Indicate technical knowledge, professional/language skills)

Understanding of climate change policies and environmental finance mechanisms, including REDD+ (concept, components and current status of policy). Good writing and presentation skills in English is essential. Ability to operate in French (i.e. undertake missions, draft emails, interact with partners and counterparts) is highly desired.

V. Learning Expectations:

Upon completion of the assignment, the JPO will have / be able to...

(Indicate training / learning activities, based on which learning programme will be structured.

Indicate what the incumbent will learn during the assignment, defined in measurable results and broken down by year. Specify what subjects will be taught in the course of the orientation briefing upon JPO's arrival at the duty station.)

The JPO will be engaged in a very dynamic programme that links international negotiations with national policy reforms, and with local stakeholder engagement. This will equip the JPO with an excellent experience in climate change policies, forest conservation, national policy dialogue, building green development strategies, as well as on how to design nation-wide frameworks for catalysing climate finance and advancing mitigation measures. The experience of working in a wide range of countries, with very divergent circumstances and challenges, and from within the U.N. system, will provide the JPO with a unique experience in international development and in how to craft green development paths in different contexts.

VI. Background Information:

(Briefly give background/outline of the programme/projects the JPO will be working on, e.g.,

history, recent developments, and briefly describe planned developments concerning the programme/projects. Provide some basic information about the office: number of international and national staff in the whole office and in the unit where the JPO will be working, etc.)

The UN-REDD Programme

In response to the COP13 decision and requests from countries and donors, FAO, UNDP, and UNEP developed the UN Collaborative Programme on Reducing Emissions from Deforestation and Forest Degradation in Developing Countries (UN-REDD Programme). The UN-REDD Programme consists of two sets of activities: i) National Programmes which are UN joint programmes between the three agencies to assist developing countries prepare and implement national REDD+ strategies and mechanisms; ii) Global Programme to support country actions and provide the international community with confidence and understanding of the technical and social aspects of a post-2012 REDD+ mechanism. A Multi-Donor Trust Fund (MDTF) is administered by the UNDP MDTF Office. A UN-REDD Strategy 2011-2015 has been approved by the Policy Board, the governing body of the Programme. An inter-agency secretariat has been established in Geneva to enhance the

coordination of the Programme' s delivery by the three agencies.

UNDP leads three of the six work areas set out in the UN-REDD Strategy: (i) National Governance; (ii) Stakeholder Engagement; and (iii) Transparent, Equitable and Accountable Management of REDD+ Funds.

The UN-REDD Programme and the EEG REDD+ team collaborate closely with the World Bank' s Forest Carbon Partnership Facility (FCPF); the Forest Investment Programme (FIP) of the Carbon Investment Funds (CIF) of the World Bank; and other multilateral, bilateral and private sector REDD+ initiatives.

BDP/EEG

The EEG REDD+ team, led by the Principal Policy & Technical Advisor, is responsible for a growing portfolio of \$100m. The work is primarily concentrated in the UN-REDD Programme, a collaborative partnership with FAO and UNEP (see above). UNDP is also a Delivery Partner for the Forest Carbon Partnership Facility (FCPF). In addition, the team is responsible for other REDD+ initiatives and ensuring overall quality assurance. The team especially works closely with the UNDP-GEF team to provide guidance on GEF-funded projects related to REDD+ and with the Low Emissions, Climate Resilient Development (LECRD) team to ensure UNDP' s efforts on REDD+ contribute to broader transformational change.

The EEG REDD+ team is a multi-practice initiative, working closely with the Democratic Governance Group (DGG), the Poverty Group, the Capacity Development Group, the Gender Unit and the Civil Society Unit.

EEG coordinates country-level activities with the Regional Bureaux, working closely with the UN Resident Coordinators and Country Offices. The EEG REDD+ team can support the REDD+ initiatives of the regions and country offices and provide quality assurance on a full cost-recovery basis.

Please note that in the online version you will be asked to upload an updated **organigramme**.

VII. Information About Living Conditions at the Duty Station:

(Indicate briefly the main characteristics of the place of assignment)

Nairobi hosts the UN Office in Nairobi (UNON), which is a UN hub and UN African headquarters. UN-Nairobi is the headquarters of two UN agencies (UNEP and UN-Habitat), serves as regional base for several UN agencies and initiatives across Africa, as well as for humanitarian interventions, and hosts international institutions such as ICRAF (international agro-forestry centre). There are nearly 800 international staff at UNON and hence a genuine UN community. Nairobi is a cosmopolitan city, with good services and a good air-travel connexions with most of Africa and with other continents. Security level is moderate, and the UN provides adequate briefing and advice to its staff and collaborators. It is with no doubt a great location for any JPO wishing to get a full grasp of UN functioning and culture, as well as to be embedded in Africa in cultural and intellectual senses.

Approved by:

Name:

Title:

Duty Station:

Agency / Unit:

Email:

Submitted by:

Name:
Tim Clairs

Title:
Principal Policy & Technical Advisor for REDD+

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Date of Submission:
December 2012