

APPENDIX I
TERMS OF REFERENCE

UN-REDD Programme Secretariat Danish Senior Adviser

Context

In response to decisions by the Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) 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) Support to National REDD+ Actions Global Programme (SNA) to support country actions and provide international functions. A Multi-Partner Trust Fund (MPTF) is administered by the UNDP MPTF 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. The UNDP Principal Policy & Technical Advisor for REDD+ is responsible for placing personnel in the Secretariat on behalf of UNDP, who function under a matrix management arrangement with the Head of the Secretariat.

Since 2009 Danida has provided grants totaling over 50 million DKK to the UN-REDD MPTF, within the framework of commitments to financing global climate change mitigation and adaptation efforts. Denmark has also played an active role of the Policy Board of the UN-REDD Programme.

Primary responsibility

To support the development and inception of the post-2015 strategy for the UN-REDD Programme

Tasks

1. Programme evaluations: coordinate analysis and dialogue with programme stakeholders on the findings and recommendations of the first UN-REDD Programme evaluation and final National Programme evaluations, inter alia to identify outcomes that will shape the UN-REDD programme post-2015.
2. REDD+ and sustainable development: coordinate analysis and dialogue on the evolving mitigation and adaptation challenges in the REDD+ regime, the Green Climate Fund, the Adaptation Fund, FCPF, FIP, GEF and other multilateral and bilateral processes shaping the post-2015 sustainable development agenda, in order to determine the gaps, challenges and opportunities that the UN-REDD Programme should address.

3. Results Based Management: advise on RBM for planning, programming, budgeting and resource allocation for the Programme, provide guidance and technical assistance to the Programme in the area of annual planning, performance monitoring, reviews and reporting; Provide guidance and advice on the design and conduct of evaluations; Provide guidance in consolidating Programme's progress reports, coordinate the timely preparation and dissemination of other results-oriented reports, as well as briefing documents and other publications relating to Programme implementation; Provide guidance and develop initiatives to enhance RBM knowledge and skills of UN-REDD Programme Staff.

Competences:

- Solid understanding of the issues in REDD+ and climate change in general;
- ability to outline and discuss the risks and opportunities of REDD+ to non-specialised audiences;
- Strong interpersonal and communication skills, including preparation and delivery of presentations;
- Ability and willingness to travel and participate in international REDD+ meetings and conferences.

Education:

- An advanced university degree or higher in Natural Resources, Forestry, Environmental Sciences or International Development studies.

Experience:

- A minimum of 10 years work experience in sustainable development and/or natural resource management, with substantial exposure to issues on climate change, especially REDD+ and forestry.
- Experience in monitoring and Results Based Management of climate change projects will be an advantage.

Language Requirements:

Fluency in oral and written English is required. Knowledge of French and Spanish will be added advantages.

APPENDIX II
UNDERTAKING

Undertaking

I, the undersigned, as the Specialist made available by the Danish Ministry of Foreign Affairs (DANIDA) to the United Nations Office of Project Services (UNOPS) pursuant to the Memorandum of Understanding between DANIDA and UNOPS hereby undertake to abide by the following:

- (a) I understand that, as the Specialist, I shall not be considered in any respect as being an official or a staff member of the United Nations;
- (b) I further understand that, while performing functions for the UNOPS, I will be considered as an “expert on mission” within the meaning of article VI, sections 22 and 23, of the Convention on the Privileges and Immunities of the United Nations;
- (c) I shall perform my functions under the authority of, and in full compliance with the instructions of the Executive Director of UNOPS, or any person acting on their behalf;
- (d) I shall respect the impartiality and independence of the United Nations and shall not seek nor accept instructions regarding my functions as the Specialist from any donor or from any authority external to UNOPS;
- (e) I shall refrain from any conduct that would adversely reflect on the United Nations and/or UNOPS and shall not engage in any activity that is incompatible with the aims and objectives of the United Nations and UNOPS or the exercise of my functions;
- (f) I shall exercise the utmost discretion in all matters relating to my functions and shall not communicate, at any time, without the authorization of the head of department or office to the media or to any other institution, person, government or other authority external to UNOPS, any information that has not been made public, and which has become known to me by reason of my functions. I shall not use any such information without the authorization of the head of department or office and, in any event, such information shall not be used for personal gain. These obligations do not lapse upon termination of my assignment;
- (g) I shall comply with all regulations, rules, procedures, instructions or directives issued by UNOPS and the head of department or office.

Name printed in block letters

Signature: _____

Date: _____

