



GREEN  
CLIMATE  
FUND

Independent  
Evaluation  
Unit



## Data and GIS Analyst

**Date:** Nov 8, 2018

**Location:** Korea (KOR), KR

**Company:** Green Climate Fund

**Grade:** IS - 2

**Deadline:** 8 December 2018, 11:59 PM KST

The Green Climate Fund (GCF) is a multilateral fund created to make significant and ambitious contributions to the global efforts to combat climate change. The GCF contributes to achieving the objectives of the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement. In the context of sustainable development, the GCF aims to promote a paradigm shift towards 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 climate change, while accounting for their needs and supporting particularly those that are vulnerable to the adverse effects of climate change. The GCF is governed by a Board, composed of an equal number of members from developed and developing countries. It is operated by an independent Secretariat headed by an Executive Director. The Independent Evaluation Office (IEU) of the GCF, is mandated by the GCF Board under paragraph 60 of its governing instrument inform its decision making. Specifically, the governing instrument states “... the Board will establish an operationally independent evaluation unit as part of the core structure of the Fund. The head of the unit will be selected by, and will report to, the Board. The frequency and types of evaluation to be conducted will be specified by the unit in agreement with the Board.”

The IEU has several objectives:

- a. Informing decision-making by the Board and identifying and disseminating lessons learned, contributing to guiding the GCF and stakeholders as a learning institution, providing strategic guidance;
- b. Conducting periodic independent evaluations of GCF performance to objectively assess the results of the GCF and the effectiveness and efficiency of its activities; and

Providing evaluation reports to the Conference of the Parties to the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement for purposes of periodic reviews of the Financial Mechanism.

### Position description

S/he will be responsible for supporting the IEU in building and strengthening data system and Geographic Information Systems (GIS) databases. The role requires an excellent grasp of quantitative methods including meta-data analyses, econometrics, sample size calculations and a strong understanding of randomized control trial, difference-in-difference and other counterfactual techniques. The candidate will need to demonstrate an exceptional understanding and mastery of data collection

and management. For this, s/he will need to also show strong skills in using statistical software packages, such as STATA, R, GIS software and spatial database management systems, and have extensive experience in applying such software in evaluation contexts. Applied data collection, strong econometric skills and proficiency in applying econometric models to complex settings are a must. S/he should be able to demonstrate her/his familiarity with state-of-the-art approaches and be able provide proof of these technical skills in her/his past work experience. As part of a strong team, s/he will also be responsible for providing support to IEU's data lab and supporting the IEU's external relations strategy, in particular by supporting the development and dissemination of key messages to be conveyed to partners and stakeholders internal and external of the Green Climate Fund.

### **Duties and responsibilities**

- Provide analytical and operational support for database development and analyses for policy, evaluation, learning and synthesis papers and related products, including but not limited to, evaluation policy, evidence gap maps, thematic and strategic evaluations;
- Provide econometrics and survey related advice to the team including using and reliability of different techniques and supporting the team in undertaking field-level data collection, sample size calculations and using GIS software;
- Provide support to background research and be familiar with systematic and synthesis reviews and evidence gap maps;
- Manage data collection processes and data analysis, ensuring data quality and adequate drafting of data analysis results, under supervision. Ability to trouble shoot problems in data collection, analyses and reporting and be willing to deal with tasks both at headquarters and in the field;
- Draft excellently written reports of evaluations and other output products of the IEU in the field and at headquarters;
- Participate in IEU evaluations as required and also provide advice to its various evaluations on type, use and access to different kinds of quantitative data as well as quantitative methodologies.
- Provide vision and advice for the development of IEU's data lab as approved by the GCF Board for its 2019 workplan.
- Engage with consultants, experts and stakeholder groups for surveys both on- and offline, (phone) interviews and other types of data collection;
- Undertake basic tasks such as populating databases and also managing consultants and interns for this purpose as well as to do sophisticated analyses;
- Provide support to oversight and coordination of relevant documents internally up to the point of publication;
- Deliver background support to IEU's external consultant projects, including initial screening and review of project/programme funding proposals and concept notes, interactions with accredited entities in bilateral meetings, preparation of assessment findings, maintenance of the operations database;
- Provide organizational and substantive support for GCF Board meetings and other events and meetings related to the functioning of the IEU, for example assisting in the preparation of relevant documentation, taking meeting minutes, preparing summaries of discussions, meeting reports, drafting agreements and other legal documentation;
- Support any additional analytical and operational tasks as assigned by the IEU; and
- Perform other related duties and willing to travel, as required.

### **Expected experience and qualifications\***

- Master's Degree, or (PhD), in economics, econometrics, applied statistics or related fields;

- At least five years of relevant work experience in a professional capacity, such as experience in the development and economic sector, within an international organization, development agency, governmental, private sector or non-profit sector;
- Proven track record in managing meta -data, applying data collection and econometric skills for assessment and evaluation work. Full proficiency in applying econometric models to complex settings, beyond your formal training, are a must;
- Proven track record in the application of statistical software packages (STATA, R and GIS software such as ArcInfo and/or ArcGIS etc.) for evaluation project work;
- Proven track record in data management and analysis in relevant development and environmental projects, including field experience and experience with larger panel datasets;
- Experience in developing policy documents, conducting research analysis and articulating findings and recommendations;
- Familiarity of and work experience in multilateral climate funds, public health, project financing, and UNFCCC framework;
- Excellent analyses and data handling skills with the mastery of quantitative, qualitative and mixed methods analysis;
- Strong competence, proficiency and full autonomy in the use of standard statistical software for quantitative analysis, such as STATA, SPSS, R, SPSS, Matlab, ArcGIS/ArcInfo and spatial data management software;
- Suitability to undertake the responsibilities mentioned above at the required level, with the following: (a) Proven application of expertise, knowledge within the area of evaluation and data analysis, (b) A team player with a proactive and can-do attitude.
- Ability to articulate complex issues verbally and in writing in a concise manner;
- Experience in an international setting, and ability to work independently and take initiative in response to the IEU's needs;
- Ability to support the establishment and maintaining relationships with key partners – including but not limited to the ability to represent the unit and interface effectively with stakeholders;
- Exceptional organizational skills, ability to facilitate communication between various levels of management and work independently in order to meet deadlines, ability to multi-task and pay close attention to detail;
- Willingness to cooperate with other staff in a team and contribute to a harmonious environment is essential;
- Experience of establishing strong working relationships with colleagues from different functions and cultures. Proven ability to work innovatively within a team environment;
- Mature judgment and absolute commitment to confidentiality;
- Familiarity with climate change topics, public health and international politics is desirable;
- Excellent communication skills and high emotional quotient;
- Strong competence and professional autonomy in the use of standard software programmes: Excel, Word, PowerPoint, Outlook, and Access;
- Proven ability to multi-task and deal with high stress situations; and
- Excellent written and oral communication skills in English are essential for this position; knowledge of another UN language would be an advantage.

\*The person assessed by the Selection Panel as most suitable for the position will be proposed for appointment. The above criteria should be seen as indicators of the experience and skills that would qualify candidates for consideration. Selection among short-listed candidates will also take into account performance at interview, appropriate testing, and references.

Applications from women and nationals of developing countries are strongly encouraged.

Apply here: [GCF Careers](#)