

TERMS OF REFERENCE

Contract:	TBD
Expertise:	Evaluation Specialist Consultant
Source:	The individual consultant (IC) may be engaged under 1 of 2 arrangements: <ul style="list-style-type: none">• HQ-based in Songdo, Republic of Korea (international hire), or alternatively;• Remote (international), with substantial travel to Songdo, Incheon (~30 days during contract period)

BACKGROUND:

The Green Climate Fund (GCF) is a multilateral fund created to make significant, ambitious contributions to the global efforts to combat climate change. 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, 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.

The Independent Evaluation Unit (IEU) of the GCF is mandated by the GCF Board under paragraph 60 of its Governing Instrument to inform its decision making. The IEU has a mandate for both an accountability function and for supporting learning. These are central to the GCF as a learning organization as also laid out in its Governing Instrument.

The IEU has several objectives: (a) Inform decision-making by the Board and identify, disseminate lessons learned; contributing to guiding the GCF and stakeholders as a learning institution, providing strategic guidance; (b) Conduct periodic independent evaluations of GCF performance to objectively assess the results of the GCF and the effectiveness and efficiency of its activities; (c) Provide evaluation reports to the Conference of the Parties to the UNFCCC and the Paris Agreement for purposes of periodic reviews of the Financial Mechanism.

POSITION OBJECTIVES:

The Independent Evaluation Unit (IEU) of the Green Climate Fund (GCF) seeks to engage an Evaluation Specialist Consultant under an individual consultancy contract, a senior technical expert responsible for leading or co-leading selected evaluations and related knowledge products under the IEU's annual workplan.

The incumbent will provide intellectual and methodological leadership in the design and implementation of complex evaluations, including policy, programme, and thematic reviews. Drawing on substantial experience in multilateral and international contexts, the IC will ensure methodological rigor, timely delivery, and the use of evaluation findings to inform GCF strategies and operations.

The IC will lead and undertake evaluations end-to-end — from design and data collection to analysis, reporting, and dissemination. The IC will also contribute to the IEU's strategic engagements with the

GCF Board, Secretariat, Accredited Entities, and National Designated Authorities, and maintain networks in the global evaluation and climate change communities. The role involves contributing to strategic reflections and supporting team learning and collaboration across the Unit.

The IC will start work as soon as possible in January 2026 to ensure timely delivery of evaluation outputs.

DUTIES AND RESPONSIBILITIES:

Under the guidance of the evaluation lead and Head of the IEU, the selected individual consultant will conduct a range of tasks including but not limited to:

- 1) Conduct and lead evaluations to assess / review the efficiency and effectiveness of GCF's policies and strategies, operations structures and funded activities;
- 2) Provide syntheses of evaluation findings and contribute in other ways to IEU's knowledge and outreach; Provide intellectual leadership to the IEU on evaluation methods (in particular, qualitative tools), and substantive issues related to evaluations;
- 3) Liaise closely on behalf of the IEU with the relevant departments of the GCF Secretariat as well as with accredited entities and other GCF stakeholders externally to build and formalize relationships;
- 4) Represent the IEU at diverse platforms and undertake advocacy for evaluations and credible evidence;
- 5) Contribute to the preparation and delivery of materials for GCF Board meetings and other IEU events;
- 6) Coordinate evaluation workplans, timelines, and budgets under the supervision of senior staff;
- 7) Ensure quality assurance of evaluation deliverables through methodological review and peer feedback;
- 8) Contribute to internal planning, monitoring, and reporting processes within the IEU.

REQUIRED EXPERIENCE AND QUALIFICATIONS:

1. Education

- Advanced university degree (Master's or Ph.D.) in natural resources, environmental policy, evaluation, or a related field.
- Alternatively, a first-level university degree (Bachelor's) in a relevant field combined with at least two (2) additional years of qualifying experience may be accepted in lieu of a postgraduate degree.

2. Professional Experience

- Minimum of 13 years of progressively responsible, relevant experience following completion of a Master's degree.
- For candidates with a first-level university degree, a minimum of 15 years of relevant experience is required.

3. Technical Expertise

- Significant experience conducting evaluations for multilateral institutions; diverse evaluation experience is an advantage.
- Expertise in evaluation methodologies, particularly qualitative tools to strengthen IEU capacity.

4. Additional Desirable Qualifications

- Experience living and working in a developing country.

- Previous experience with IFI/MDBs (International Financial Institutions / Multilateral Development Banks) such as the World Bank, Asian Development Bank, or similar organizations. *These institutions finance development projects globally and follow rigorous standards for evaluation and procurement.*
- Fluency in French or Spanish is desirable.
- Experience across multiple sectors and ability to engage with diverse partners.
- Strong public speaking and advocacy skills, including representing the IEU and engaging stakeholders at various levels.

Strong interpersonal skills, and highly developed cultural sensitivity in communicating with all levels of staff and external clients, both orally and in writing.

Benefits and Allowances (International HQ-based Consultant, International Hire):

- Round-trip economy airfare to/from Songdo, Incheon, Republic of Korea (on-boarding & off-boarding) – *if hired from outside of South Korea*
- Monthly Special Living Allowance (SLA)
- Visa support and medical insurance (for contracts ≥6 months)

Note: *Shipping of personal belongings and family relocation support are not included. SLA is not payable if the consultant is the spouse of a GCF staff member receiving housing assistance.*

Remote/Hybrid Arrangement:

For remote/hybrid arrangements, travel to Songdo (approx. 30 days) will be scheduled around key milestones. Associated travel costs and DSA will be covered by the Fund in accordance with the GCF Travel Policy.

Minimum general experience	15	Years
Minimum specific experience (relevant to assignment)	13	Years
Regional/country experience	N/A	

Schedule and Location of Assignment*

**Contract duration: 7 months (extension possible under exceptional circumstances, subject to budget availability and performance)*

<u>City and country</u>	<u>Working days</u>	<u>Est. start date</u>	<u>Est. end date</u>	<u>Other details</u>
HQ-Based in Songdo, Incheon, Republic of Korea	134 working days plus 6 GCF-paid holidays (max.) = 140 days (for 7 months)	January 2026	July 2026	Benefits include Pro-rated paid GCF-holidays, SLA, and medical insurance
Remote-based, with travel to Songdo (approx. 30 days)	~105 working days (for 7 months) max. 15 days per month	January 2026	July 2026	No paid GCF holidays, no SLA, no insurance, but with required business travel to Songdo as and when required

Apply for the role on the GCF careers website:

<https://jobs.consultant.greenclimate.fund/job/Incheon%2C-South-Korea-%28ICN%29-Evaluation-Specialist-Consultant/1275894001/>