

Job Title: Evaluation Uptake Specialist

Grade: IS-3

Deadline: 23 July 2024 (11:59 PM KST)

Job Category: International

Salary: USD 108,700 (plus attractive benefits, that include the following allowances (as applicable): Relocation, dependency, housing, education assistance and home country travel.

Introduction

The Green Climate Fund is the world's largest dedicated multilateral climate fund and invests in impactful, innovative, catalytic programs and projects in developing countries across the globe. By the end of 2023, GCF had a portfolio of 243 projects in 129 countries, committing a total of USD 13.5 billion to date.

In 2023, an additional USD 12.8 billion was pledged, to support our new strategic and programming cycle from 2024-2027; our ambition is to grow to become at least a USD 50 billion fund by 2030. Rooted in the core objectives of impact and efficiency, access and a focus on the most vulnerable, and mobilizing a much higher scale of public and private sector financial flows for climate action we have an unparalleled scale of resources, which, together with our risk appetite and flexibility allows us to bring together different partners and stakeholders in innovative partnerships for profound impact.

GCF is seeking a top-tier individual with a demonstrable track record of harnessing experience, energy and networks to tackle complex global climate change challenges. You will be committed to making a positive, measurable difference through a mission-driven role, and thrive in a fast-paced, diverse environment.

You will be able to quickly scan and analyze complex, competing issues and lead significant sized teams to find solutions in evolving contexts, across multiple geographic locations.

You will be a nurturer of people: recognizing and growing the talent around you, exemplifying values of transparency, respect and innovation.

You will be committed to learning, knowledge-sharing, convening and communicating with partners to work together to ideate, develop and implement climate action initiatives that make a profound difference to people and planet.

You will join a team of talented, committed individuals representing almost 80 nationalities contributing skills and experience from academic, scientific, private, government and nonprofit backgrounds. Together, we work with governments, communities and civil society, technical agencies, and the private sector across the world.

Interested in more information?

Learn about working for GCF: <https://www.greenclimate.fund/about/careers>

View current vacancies: <https://jobs.greenclimate.fund/>

About the Green Climate Fund (GCF)

Set up in 2010 by the 194 countries who are Parties to the United Nations Framework Convention on Climate Change (UNFCCC), GCF takes its responsibility as the world's largest dedicated multilateral climate fund to heart.

GCF funds transformative climate projects across the developing world, supporting countries in their responses and actions to tackle climate change while fostering sustainable development within their communities.

Our country-driven approach ensures that our actions are tailored to the unique circumstances and national aspirations of each nation we support. Besides channeling public and private sector investment through a broad range of financing instruments, GCF builds the capacity of developing countries to take climate action through an extensive Readiness Programme ensuring countries are increasingly well-equipped and financed to manage their climate futures.

Headquartered in the Republic of Korea, GCF operates with a diverse and talented workforce of over 300 people.

Position Objective

The Updated Terms of Reference of the Independent Evaluation Unit (IEU), provide that IEU lessons learnt from evaluations will be disseminated with GCF stakeholders and other relevant actors. Furthermore, its reports be provided to the COP for its periodic reviews of the financial mechanism of the UN Framework Convention on Climate Change (paragraph 23). Further, paragraph 24 of the Updated ToR of the IEU says the following: evaluation results should feed back into the development, update and design of strategies, policies and operations, thus contributing to enhancing the quality of overall performance of the GCF. To facilitate this process, the IEU will periodically prepare brief notes synthesizing lessons learned from evaluations.

In this context, the Evaluation Uptake Specialist will help ensure that IEU evaluation reports/ syntheses and other products are available, accessible and useful for the GCF Board, the GCF Secretariat and other stakeholders, while adhering to the respective reporting requirements and keeping with the specified timelines. The specialist will be instrumental in ensuring effective communication related to the evaluation activities conducted by the IEU. This includes, but not limited to, developing complete communication strategies, and support the Unit and evaluation teams to ensure effective dissemination of evaluation findings, engagement of stakeholders, and visibility and understanding of evaluation work. As a substantive specialist in uptake of evaluations, s/he will support the internal capacity-building effort of the IEU and the evidence sharing function externally in this regard. The Specialist may also supervise, train and mentor junior staff, consultants and interns of the IEU.

The Specialist will also play a role in synthesizing the findings and lessons learned from IEU evaluations, producing summaries and briefs, and develop channels to inform the Board and the Secretariat, NDAs, implementing entities, observer organizations, as well as stakeholders. The Specialist will ensure that the IEU information and knowledge get disseminated and shared effectively with the various stakeholders at conferences and events, such as webinars and Board meeting side events, and prestigious global conferences on evaluation and climate finance. S/he will work with the IEU partners, academia and actors in the climate, environment and evaluation space.

Purpose

- Take a key role in developing, implementing, and monitoring strategic communications plans for the evaluation unit.
- Independently develop and execute a range of communicative materials for disseminating evaluation findings.
- Take a hands-on approach to undertaking tasks related to communications and evaluations.
- Monitor effectiveness of communication activities and suggest improvements as necessary.
- Ensure all deliverables adhere to organization's guidelines and standards.

Engagement

- Establish and maintain relationships with both internal and external stakeholders.
- Coordinate with evaluators to scrutinize and distribute findings and recommendations efficiently.
- Facilitate evaluation findings dissemination workshops and presentations, as required.

Delivery

- Ensure timely completion of communication deliverables within project timelines and budget.
- Collaborate with team members to integrate communication strategies seamlessly into evaluations.
- Evaluate and adapt communication efforts based on feedback to enhance effectiveness.
- Undertake evaluations that are part of the workplan of the IEU, including provision of intellectual and managerial inputs.

Requirements (Education, experience, technical competencies required of the job)

- A Master's degree in communications, Public Relations, Journalism, or a related field.
- Minimum of 7 years of experience in strategic communications, with specific focus on evaluation, monitoring and learning, and/or development projects.
- Experience with evaluations is highly desirable.
- Exceptional writing, editing, and presentation skills.
- Experience in developing and implementing strategic communications plans.
- Aptitude in leveraging various communication platforms, including print, digital, and social media.
- Capable of handling multiple tasks, meeting strict deadlines, and working independently as well as collaboratively.
- Experience working in a multicultural environment is highly preferred.
- Proficiency in English is mandatory.

The closing date for application is 23 July 2024. Applications submitted after the deadline may not be considered.

*The person assessed by the Selection Panel as most suitable for the position will be proposed for appointment. 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 to apply.