



GREEN
CLIMATE
FUND

Independent
Evaluation
Unit



Junior Researcher

Date: August 11, 2020

Location: Korea (KOR), KR

Company: Green Climate Fund

Grade: AS - C

Deadline: 8 September 2020 (11:59 PM KST)

Contract Duration: 18 months

The mission of the Green Climate Fund (“GCF”, “Fund”) is to assist developing countries to respond to climate change while bringing prosperity to their peoples.

Established in 2010, the GCF invests in transformational climate projects in the developing world. The Fund makes an ambitious contribution to global climate action and channels significant financial resources into developing countries to help build low-emission and climate-resilient societies. It is country-driven and undertakes actions that reflect the circumstances of each country concerned and its national aspirations. The GCF is a key enabler of the 2015 Paris Agreement on Climate Change.

The GCF’s diverse workforce is advancing its mission from its headquarters in South Korea. Our talented staff makes unique contributions to the Fund, enriching the institution through their combined expertise and professional commitment.

Position Objective

The GCF IEU is seeking to recruit a Junior Researcher. S/he will be responsible for supporting the Independent Evaluation Unit in the development and delivery of databases and analyses for policy papers, independent evaluations, reviews, studies, learning papers, and systematic and synthesis reviews. The role requires an excellent grasp of quantitative methods including data analyses, statistics, and GIS. 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 statistical skills, and proficiency in applying quantitative 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 to 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 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. The Junior Researcher should have a keen instinct to learn and develop skills that they may not have at the onset of the role.

Duties and Responsibilities

Purpose

- 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 statistics, GIS and survey related support to the team including using and reliability of different techniques and supporting the team in undertaking field-level data collection, using GIS software; and
- Provide support to data collection processes and data analysis, ensuring data quality and adequate drafting of data analysis results, under supervision. Ability to troubleshoot problems in data collection, analyses, and reporting and be willing to deal with tasks both at headquarters and in the field.

Engagement

- 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 working with 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;
- Support any additional analytical and operational tasks as assigned by the IEU; and
- Perform other related duties and willing to travel, as required.

Delivery

- Draft excellently written reports of evaluations and other output products of the IEU in the field and at headquarters; and
- 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.

Required Experience and Qualifications*

- Bachelor's Degree in economics, statistics, GIS, applied statistics, or related fields. A master's degree would be a distinct advantage;
- At least three years of relevant work experience in a professional capacity, such as experience in the climate change, 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 statistical and GIS skills for assessment and evaluation work. Full proficiency in applying statistical and GIS models to complex settings, beyond your formal training, is a must;
- Proven track record in applying data collection and statistical skills for assessment and evaluation work. Full proficiency in applying econometric models to complex settings, beyond your formal training, is 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;
- Strong familiarity with IEU and its databases and the DataLab including knowledge of risk and probabilities;
- Good knowledge of IEU's work plans and evaluations;
- 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, 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.

*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.

Please use this link to apply:

<https://jobs.greenclimate.fund/job/Korea-%28KOR%29-Junior-Researcher/614160301/>