

# Job Title: Policy and Evaluation Officer

**Grade:** IS-2

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

**Job Category:** International

**Salary:** USD 96,200 (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 the IEU will be responsible to develop and update the evaluation policy of the Fund. Furthermore, the IEU continues operationalizing the GCF's evaluation policy including evaluation standards, and ensures uptake and implementation of the evaluation policy and evaluation standards among stakeholders and partners, including GCF Secretariat.

In this context, the key responsibilities of the Policy and Evaluation Officer involve ensuring the evaluation policy is updated and operationalized across the Fund and partners, as well as maintaining the quality, consistency, and compliance of institutional documents related to the Board, policy, and legal matters. As a member of the IEU, the role requires managing and maintaining relationships with relevant Secretariat, other IUs, and accredited entities, as well as building productive relationships with external stakeholders and leaders in evaluation and climate change.

The role also involves providing advice and recommendations to the Head on various institutional documents and making substantive contributions to or leading the negotiation of policy and legal matters on behalf of the IEU. This includes drafting, reviewing, and negotiating GCF and Board documents with various stakeholders, such as the budget committee, GCF Board, and relevant Secretariat divisions.

Additionally, the position entails working across the IEU and other partners to undertake evaluations as required, including providing intellectual and managerial inputs to evaluations that are part of the IEU's workplan.

## **Purpose**

- Ensure the evaluation policy to be updated, operationalized across the Fund and partners.
- Ensure the quality, consistency and compliance of the institutional documents related to the Board, policy, and legal documents.

## **Engagement**

- As a member of the IEU, manage and maintain own relationships with relevant Secretariat, other IUs, and other relevant actors for Board-related work, as well as with accredited entities and other GCF stakeholders externally to build and formalize relationships.
- Build productive relationships with IEU's external stakeholders and leaders in the field of evaluation and climate change.
- To work across the IEU and other partners, to undertake evaluation of the IEU as required.

## **Delivery**

- Provide advice and recommendations to the Head on Board decisions, Board documents, policy documents, AMAs, MoUs, and other institutional documents.
- Make substantive contributions in and/or lead the negotiation of institutional and Fund-wide policy and legal matters on behalf of the IEU.
- Draft, review, and negotiate GCF and Board documents on behalf of the IEU with stakeholders of the GCF and GCF ecosystem, including the budget committee, GCF Board, relevant Secretariat divisions, AEs and other partners.
- 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)**

- Postgraduate degree in law, environment policy, international relations, or related fields
- Four years of relevant experience or equivalent combination of relevant education and experience, of which at least three years has been at the international level.
- Knowledge and experience with evaluation-related policy affairs in the climate change or climate finance field
- Expertise and experience in drafting, reviewing, and negotiating policy and legal documents is essential.
- Excellent ability and experience to troubleshoot with operational, administrative, and legal matters with tight deadlines and complex unclear policies and procedures of evaluations.
- Experience providing subject matter advice and expertise to senior executives.
- Experience undertaking evaluations at the corporate and/or portfolio/thematic level.
- Ability to lead and take initiative in judging priorities and organizing work accordingly.

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.