



Programme Director (Forest & Climate Leaders' Partnership)

Hosted Entities	The Forests & Climate Leaders' Partnership (FCLP)
Job categories	Leadership, Partnerships
Vacancy code	VA/2024/B5004/28848
Level	ICS-13
Department/office	GPO, NYPO, Development and Special Initiatives Portfolio
Duty station	Home based
Contract type	International ICA
Contract level	IICA-4
Duration	Open-ended (subject to good performance, availability of funds, organizational requirements and project duration)
Application period	10-Sep-2024 to 15-Oct-2024

Applications to vacancies must be received before midnight Copenhagen time (CET) on the closing date of the announcement.

Please note that UNOPS will at no stage of the recruitment process request candidates to make payments of any kind.

Background Information - Job-specific

UNOPS supports partners to build a better future by providing services that increase the efficiency, effectiveness, and sustainability of peacebuilding, humanitarian, and development projects. Mandated as a central resource of the United Nations, UNOPS provides sustainable project management, procurement, and infrastructure services to a wide range of governments, donors, and United Nations organizations.

New York Portfolio Office (NYPO) supports the United Nations Secretariat, as well as other New York-based United Nations organizations, bilateral and multilateral partners in the delivery of UNOPS mandate in project management, infrastructure management, and procurement management.

Sustainable Development Cluster (SDC) (<https://www.unops.org/sustainable-development>) supports diverse partners with peacebuilding, humanitarian, and development operations. It was formed by combining the following portfolios: Grants Management Services (GMS), UN Technology Support Services (UNTSS), Development and Special Initiatives Portfolio (DSIP). It provides Services to partners' programmes that are designed, structured, and managed with a global perspective and primarily serving partners headquartered in New York. The SDC has a footprint of approximately 125 countries.

UNOPS DSIP has been requested to support The Forests & Climate Leaders' Partnership (FCLP).

The Forests & Climate Leaders' Partnership (FCLP) was launched by world leaders at COP27 and aims to accelerate global progress to halt and reverse forest loss and land degradation by 2030 while delivering sustainable development and promoting an inclusive rural transformation, through a voluntary and focussed partnership of countries that are making a strong contribution to this agenda through national action and international collaboration. The importance of the target in the Glasgow Leaders Declaration on Forests and Land Use of halting and reversing forest loss by 2030 has now been emphasized by the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement in the outcome of the first global stocktake under the Paris Agreement.

To achieve its mission the FCLP members intend to:

1. Maintain high-level political attention on forests and climate;
2. Provide their combined political support to accelerate and scale implementation of a prioritised number of Policy Action Areas;
3. Support implementation of the participating countries' self-determined national goals and encourage all countries to be even more ambitious over time; and
4. Demonstrate impact and be answerable for commitments made.

The FCLP's strategic direction is determined by the Steering Committee, comprising ministers from FCLP member countries, on behalf of their leader. The initial Steering Committee comprises Colombia, Costa Rica, DRC, France, Germany, Ghana, Kenya, Norway, UK and USA, and is Chaired by the United States and Ghana. 32 countries are now members of the FCLP, which together make up 35% of the world's forests and over 60% of GDP.

The FCLP is supported by the Secretariat, which is managed and operates under the oversight of the Secretariat Board. The Secretariat is hosted by UNOPS.

Director of the Secretariat. The Director is to oversee and manage the Secretariat, reporting on programmatic activities to the Steering Committee Co-Chairs.

Functional Responsibilities

Leadership

- Represent the FCLP and FCLP Secretariat in meetings and to external partners, including internationally and at senior levels, as determined with the Steering Committee and Co-Chairs.
- Provide vision and inspiring leadership to Secretariat team
- Lead and manage the FCLP Secretariat, ensuring that the approved work plan is delivered to a high quality and within budget.
- Lead and manage a diverse FCLP team including staff, consultants and secondees, ensuring effective division of labor and managing the team to deliver high impact results.
- Report to the Steering Committee members regularly, and as required, on progress and strategy, thereby ensuring transparency and accountability of the FCLP Secretariat to its members.
- Create an environment that promotes diversity and inclusion and a culture of respect towards colleagues at all levels.

Strategy and Political Ambition

- Facilitate delivery of the two-year (2024 and 2025) FCLP Strategy leading up to COP30 in Belém, approved by the Steering Committee, including policy working groups.
- Facilitate the delivery of specific initiatives, supporting co-chairs of the respective workstreams to maximize impact.
- Ensure that the Secretariat focuses its work on the priorities in the approved work plan and strategy.
- Design and deliver political ambition events for ministers and leaders at UN Climate Change Conferences and other events as needed (e.g. CBD COPs, UNGA, etc.).
- Ensure that an effective communications strategy is in place so that the work and the added value of the FCLP is understood, recognised and valued internationally.
- Provide advice on strategic direction to the Steering Committee

Partnership Management and Governance

- Ensure quality and integrity of Secretariat services
- Ensure that the FCLP governance and procedures (e.g. on transparency and decision-making) are fit for purpose, facilitating updates as needed by the Steering Committee, and ensure that these procedures are followed.
- Oversee and direct the Secretariat to support the FCLP Steering Committee and co-chairs, ensuring that they are convened regularly with a clear agenda and high-quality papers, to enable effective decision-making.
- Organize meetings of the Steering Committee, the Secretariat Board and member countries at the sherpa and ministerial level.
- Ensure that the FCLP member countries remain engaged in and informed about the work of the partnership and are actively involved in delivery and decision-making. Ensure that voices from FCLP members both from the Global North and the Global South are included in the FCLP agenda and priorities.
- Establish effective consultation arrangements with partners and non-state actors about the work of the FCLP, including indigenous peoples and local community representation organizations, the scientific community and other stakeholders.

Secretariat Operations Management

- Developing the Secretariat Workplan and Budget, including resources managed by financial delivery partners, for approval by the Steering Committee, and ensure quarterly reporting.
- Develop and implement an internal operations manual and internal control framework, including rules and procedures for staff, decision-making, financial management.
- Oversee the budget and ensure transparency and alignment with FCLP objectives and compliance with UNOPS requirements, following agreed procedures for financial decision-making and reporting, including to donors.
- Oversee the work of FCLP Secretariat hosts.
- Work with the Steering Committee on resource mobilization to ensure the Secretariat has the financial resources needed to deliver its work plan, based on an approved resource mobilization plan, mobilizing resources from governmental and philanthropic donors and other sources of funds as appropriate.

Monitoring and Progress Controls

A work plan will be developed based on the UNOPS PER cycle and serve as the overarching document to monitor progress and record performance.

Education/Experience/Language requirements

***FEMALE CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY**

***CANDIDATES WITH NO UNITED NATIONS OR UNOPS EXPERIENCE ARE STRONGLY ENCOURAGED TO APPLY**

Education:

- Advanced university degree (Master's or equivalent) is required.
- First level university degree (Bachelor's or equivalent) in combination with two (2) additional years of relevant experience may be accepted in lieu of an Advanced university degree;

Required Experience:

- Minimum of fifteen (15) years of experience in the fields of climate, forests and land use, natural resource management, international development and/or environmental policy is required.

Within the above fifteen (15) years' experience:

- At least five (5) years of experience in a leadership role required.
- At least five (5) years of experience working with developing countries required.

Desirable: (The following experiences are optional, candidates who do not have any are welcome to apply)

- Experience in more than one geographical region is a distinct asset.
- Experience and understanding of all aspects of UN Climate Change Conferences and other high-profile climate and nature processes is an asset.
- Long-term professional experience providing policy advice to governments, including in developing forest countries is an asset.

- Experience working with senior stakeholders (Ministers, CEOs) is an asset.
- Strong experience coordinating, facilitating, and managing complex governance arrangements and establishing collaborative ways of working and transparent processes that build trust and credibility between institutions is an asset.
- Experience working collaboratively across an organization with international counterparts and in diverse, equitable, and inclusive work environments, navigating complex political dynamics and building strong relationships is an asset.
- Demonstrated ability to effectively manage complex projects and multiple simultaneous processes and communicate consistently with a wide range of audiences, including at Ministerial level is an asset.

Languages:

- Excellent oral and written communication skills in English is required.
- Working knowledge of Spanish, Portuguese and/or French is highly desirable.

Other:

- It is required to regularly travel internationally and to work outside of typical work hours (i.e. early mornings and/or late evenings) when required to accommodate various time zones.

Competencies



Develops and implements sustainable business strategies, thinks long term and externally in order to positively shape the organization. Anticipates and perceives the impact and implications of future decisions and activities on other parts of the organization. **(for levels IICA-2, IICA-3, LICA Specialist- 10, LICA Specialist-11, NOC, NOD, P3, P4 and above)**



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. **For people managers only:** Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilizing appropriate leadership styles.



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behavior. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem-solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

Contract type, level and duration

Contract type: Individual Contractor Agreement (ICA)

Contract level: International Individual Contractor Agreement (I-ICA 4)/ICS13

Contract duration: Two years with possibility of extension depending on performance and funds availability.

For more details about the ICA contractual modality, please follow this link:

<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx> (<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx>)

Additional Information

- Please note that UNOPS does not accept unsolicited resumes.
- Applications received after the closing date will not be considered.
- Please note that only shortlisted candidates will be contacted and advance to the next stage of the selection process, which involves various assessments.
- UNOPS embraces diversity and is committed to equal employment opportunity. Our workforce consists of many diverse nationalities, cultures, languages, races, gender identities, sexual orientations, and abilities. UNOPS seeks to sustain and strengthen this diversity to ensure equal opportunities as well as

an inclusive working environment for its entire workforce.

- Qualified women and candidates from groups which are underrepresented in the UNOPS workforce are encouraged to apply. These include in particular candidates from racialized and/or indigenous groups, members of minority gender identities and sexual orientations, and people with disabilities.
- We would like to ensure all candidates perform at their best during the assessment process. If you are shortlisted and require additional assistance to complete any assessment, including reasonable accommodation, please inform our human resources team when you receive an invitation.

Terms and Conditions

- All UNOPS personnel are responsible for performing their duties in accordance with the UN Charter and UNOPS Policies and Instructions, as well as other relevant accountability frameworks. In addition, all personnel must demonstrate an understanding of the Sustainable Development Goals (SDGs) in a manner consistent with UN core values and the UN Common Agenda.
- It is the policy of UNOPS to conduct background checks on all potential personnel. Recruitment in UNOPS is contingent on the results of such checks.

APPLICATION TIPS

How to send a good application:

- [English \(https://content.unops.org/HR-Documents/How-to-send-a-good-application_EN.pdf\)](https://content.unops.org/HR-Documents/How-to-send-a-good-application_EN.pdf)
- [French \(https://content.unops.org/HR-Documents/How-to-send-a-good-application_FR.pdf\)](https://content.unops.org/HR-Documents/How-to-send-a-good-application_FR.pdf)
- [Spanish \(https://content.unops.org/HR-Documents/How-to-send-a-good-application_ES.pdf\)](https://content.unops.org/HR-Documents/How-to-send-a-good-application_ES.pdf)

TOGETHER, WE BUILD THE FUTURE

UNOPS – an operational arm of the United Nations – supports the achievement of the Sustainable Development Goals (SDGs) by successfully implementing its partners’ peacebuilding, humanitarian and development projects around the world.

Our mission is to help people build better lives and countries achieve peace and sustainable development.

We are proud of our people. The UNOPS family brings together approximately 160 nationalities, represented by over 5,000 UNOPS personnel as well as some 7,800 personnel recruited on behalf

on our partners. Spread across 80 countries, our workforce is rich in diversity and culture – with inclusion at its core.

We understand the importance of balancing professional and personal demands and offer several flexible working options.

Explore what we offer [here \(../Pages/About/WhatWeOffer.aspx\)](https://jobs.unops.org/pages/About/WhatWeOffer.aspx).