

- **Noumea-based position**
- **Attractive expatriate package**
- **Join the principal development organisation in the region**

*The Pacific Community (SPC) invites applications for the position of **Director, Climate Change and Environmental Sustainability** – in the Climate Change and Environmental Sustainability Programme. This position will be located at its headquarters in Noumea, New Caledonia.*

## Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 26 country and territory members. In pursuit of sustainable development to benefit Pacific people, our unique organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Climate Change and Environmental Sustainability Programme (CCES)** was established to enable SPC to strengthen and streamline its actions on climate change by bringing together work already undertaken by the organisation under a coherent strategic and technical leadership. In addition, it leads the actions of SPC on climate change and environmental sustainability, works with the Organisation's regional and international partners and promotes the integration of these issues into all development activities conducted by the Organisation's divisions.

**The role – the Director, Climate Change and Environmental Sustainability** will provide direction, support and advocacy for the Climate Change and Environmental Sustainability programme of SPC. Specifically, the Director will:

- Provide leadership, management of the CCES programme to ensure the annual work plans for the programme are in line with the CCES Business Plan and the SPC Strategic Plan and address the needs and priorities of the members
- Be responsible for resource mobilisation and reporting to donors to ensure adequate funding is available for all CCES projects and programmes to operate successfully now and in the future
- Work closely with member countries and territories, the CROP agencies, International and regional partners within the areas of climate change and environment
- Lead and contribute to the development and implementation of inter-divisional programmes, promote mainstreaming climate change and environmental sustainability issues within the whole organisation, and champion the SPC integrated programming approach

**The key responsibilities of the role include the following:**

### 1. Vision, Leadership and Direction of the Programme

- Coordinate inputs from members, SPC divisions and SLT representatives to frame SPC positioning on Climate Change for a coherent vision both internally and externally
- Lead technical work that informs the SPC agenda on climate change and contributes to informing SPC strategic planning and change management
- Ensure executive members are accurately informed of major sectoral issues
- Promote a corporate SER culture of environmental and social responsibility and sustainability
- Contribute usefully to collective decisions at the executive level, ensuring that issues of resilience, climate change impacts and environmental sustainability are taken on board and mainstreamed in the organisation
- Provide climate change leadership positions and pieces of advice in high level, donor coordination or multi-agency meetings

### 2. Management of the Programme (people, operations, budget)

- Lead the revision of the CCES Business Plan in relation to the SPC Strategic Plan objectives and resource mobilisation targets
- Ensure visibility and coordination of SPC efforts in Climate Change, through the work of the Information & communication unit
- Oversee management of programme operations, in line with admin and finance policies and procedures
- Ensures adequate reporting as well as monitoring & evaluation of the Programme's results and achievements
- Manage, build and sustain a motivated team, inspire a shared commitment and lead by example, enable staff to thrive through providing them with challenge, ownership and feedback, drive a health & safety culture
- Supervise budgetary planning for CCES, monitor spending and disbursement, identify financial risks and opportunities, and ensure proper financial accountability and literacy
- Supervise the preparation, elaboration, implementation and closure of projects within the Programme, minimizing risks for the organisation, communicating on results, ensuring stakeholders; participation and adequacy to the needs of SPC members

### 3. Resource mobilisation, donor management and engagement

- Develop and pursue CCES Programme and multi-agency funding proposals
- Develop and strengthen the Climate Finance Unit at CCES to provide support to member countries and territories in accessing climate finance from the GCF and other sources (in collaboration with respective divisions)
- Ensure partners are satisfied with the use and effectiveness of their funding
- Maintain close and strong engagement with the GCF and other climate finance partners
- Oversee the development of project and programme proposals in line with donor requirements and members' needs

#### 4. Strategic and collaborative relationships with clients and other stakeholders

- Maintain strong working relationships across SPC
- Maintain strong links with Climate Change ministries, NDAs and officials in member governments and territories
- Maintain strong linkages with other CROP agencies that deliver results to members in the area of climate change and environmental management
- Strengthen linkages with non-CROP agencies and develop partnerships with organisations active in climate change to complement SPC strengths and help deliver results to the countries and territories
- Participate in useful coordinating arrangements and multi-donor/partners programmes for effective delivery of services to the countries and territories

#### 5. Support to SPC Senior Leadership Team, including Integrated Programming and joint initiatives

- Lead/ contribute to the cross-divisional integration efforts and initiatives and ensure that the Programme is well placed to respond and contribute to multisectoral approaches
- Support to the SPC Senior Leadership Team in leading change in the organisation, developing corporate policies and plans, enhancing overall performance and promoting a culture of sharing and learning
- Representing SPC at regional and international fora, as appropriate, and communicate effectively to media and partners
- Initiate new approaches or partnerships to enhance results by improving organisational culture, systems, and/or division programmes and services.

For a more detailed account of the key responsibilities, please **refer to the online job description**.

## Key selection criteria

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### 1. Qualifications

- Postgraduate qualifications in environmental management of climate change or equivalent field; or, alternatively, in management/administration with an undergraduate qualification in environment or a related field

### 2. Technical expertise

- At least 15 years of demonstrated senior management experience, including in personnel, project and financial management
- Highly developed leadership and planning skills
- 15 or more years' experience in development work
- Experience in representation in regional or international meetings
- Demonstrated knowledge of and experience in at least one of the subject matter areas of the Programme (climate change, environmental sustainability) with a good understanding of the other
- Demonstrated experience with the raising of external funding and liaison with international donors
- Demonstrated experience with the development of policy and the provision of policy advice
- Demonstrated effective communication, networking and coordination skills
- Demonstrated ability to operate and represent effectively at national, regional and international levels

### 3. Language skills

- For English speakers, a good working knowledge of French, or for French speakers, a good working knowledge of English.

### 4. Interpersonal skills and cultural awareness

- Cross-cultural skills and the ability to work with team members from different cultural backgrounds.
- Good knowledge of the socio-political situations in Pacific Island countries and territories.

## Salary, terms and conditions

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**Contract Duration** – This position is budgeted for 3 years and is subject to renewal depending on performance and funding.

Due to the current travel restrictions caused by the global COVID-19 pandemic, and the priority SPC places on its staff safety, health and well-being, please note that there may be delays in taking up the appointment. These matters will be discussed thoroughly with successful candidates. In most cases, any appointment and on-boarding would only commence when relocation to the duty station is permitted.

**Remuneration** – the **Director, Climate Change and Environmental Sustainability** is a Band 15 position in SPC's 2021 salary scale, with a starting salary range of 7,190–8,892 SDR (special drawing rights) per month, which currently converts to approximately XPF 1,052,517–1,301,558 (USD 9,995–12,359; EUR 8,820–10,907). An offer of appointment for an initial contract will be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale will be based on annual performance reviews. SPC salaries are not presently subject to income tax in New Caledonia.

**Benefits for international staff employees based in New Caledonia** SPC provides subsidised housing in Noumea. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC's Provident Fund (contributing 8% of salary, to which SPC adds a matching contribution).

**Languages** – SPC's working languages are English and French.

**Recruitment principles** – SPC’s recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**. Applicants will be assured of complete confidentiality in line with SPC’s private policy.

## Application procedure

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**Closing date:** 21 March 2021 – 11:00 pm Noumea time.

**Job Reference:** AL000376

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Please ensure your documents are in Microsoft Word or Adobe PDF format.

All positions at SPC have specific screening questions. If you do not respond to all of the screening questions, your application will be considered incomplete and will not be reviewed at shortlisting stage.

### Screening questions:

1. A minimum of fifteen (15) years of progressively responsible experience in development work, including in representation roles in international meetings, is required. Please explain how you meet this criterion using examples.
2. International experience on issues of climate change, environmental sustainability, fundraising and liaison with donors is required. Please explain how you meet this criterion using examples.
3. Demonstrated capacity to foster integrated programming and cross-organisational collaboration, including in a multicultural environment and in the context of organisational change, is required. Please explain how you meet this criterion using examples.