

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

*The Pacific Community (SPC) invites applications for the position of **Pacific Island Climate Finance Officer** within its 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 27 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 **Pacific Island Climate Finance Officer** will be embedded within SPC's Climate Finance Unit.

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

**Contribute to designated projects and work areas within CFU, according to a work plan to be co-developed with CFU staff**

- Support formulation of climate finance concept notes and funding proposals.
- Support the drafting of climate rationales, Theories of Change, logical frameworks and other key aspects of climate finance concept notes and funding proposals.
- Contribute to the development of Terms of Reference for external technical assistance.
- Engage with CFU colleagues, staff from other SPC Divisions and consultants to reflect technical inputs in concept notes and funding proposals.
- Help to secure funding from the GCF Project Preparation Facility by drafting applications.

**Acquire skills and knowledge in multilateral climate finance mechanisms**

- Participate in training courses and other capacity development opportunities.
- Develop better understanding of multilateral climate finance mechanisms and processes, with a focus on GCF and AF.
- Improve skills in training, presentation and meeting facilitation.
- Improve capacity in report writing.

**Technical support, training and guidance to internal and external partners**

- Support and actively participate in meetings, workshops, consultations, training and in-country visits in coordination with relevant stakeholders.
- Provide technical support to government counterparts on requests related to climate finance mechanisms and processes.
- Develop and deliver training to internal (SPC Divisions) and external (government) stakeholders.

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

## Key selection criteria

**Qualifications**

- Recognised degree in development studies, business administration, climate change, environment, policy or related discipline.

**Technical expertise**

- At least 3 years of relevant experience in development work in the Pacific, including experience working with an international or regional organisation, government, NGO or similar agencies in the region.
- Understanding of sustainable development challenges in the Pacific.
- Strong interest in climate change or climate finance.
- Working knowledge of Microsoft Office software.

**Language skills**

- Proficiency in English (written and verbal).

#### Interpersonal skills and cultural awareness

- Knowledge of Pacific Island countries and territories is an advantage.

## Salary, terms and conditions

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**Contract Duration** – This vacant position is budgeted for 12 months and is subject to renewal depending on funding and performance.

**Remuneration** – the **Pacific Island Climate Finance Officer** is a band 8 position in SPC's 2023 salary scale, with a starting salary range of SDR (special drawing rights) 2,912-3,544 per month, which converts to approximately XPF 441,094-536,787 (USD 3,902-4,748; EUR 3,696-4,498). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale is 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 bilinguism, 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:** 17 December 2023 – 11:00 pm (Noumea time)

**Job Reference:** CR000136

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

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided.

Applicants should not attach copies of qualifications or letters of reference. Please ensure your documents are in Microsoft Word or Adobe PDF format.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

#### Screening questions (maximum of 2.000 characters per question):

1. What are the main impacts of climate change in your country and what can we do to address them?
2. What are the biggest gaps in knowledge and skills to get funding for climate change projects in the Pacific?
3. Give some examples of key partners at the international, national and local/community level for working on climate change projects and describe why they are important.