



CONSULTANCY JOB OPENING

13 January 2014

VACANCY NOTICE NO.:	VA/EB/CTCN/4
ORGANIZATIONAL LOCATION:	Climate Technology Centre and Network
DUTY STATION:	Copenhagen Denmark
FUNCTIONAL TITLE:	Support to the Climate Technology Centre and Network
DURATION:	12 months
CLOSING DATE:	27 January 2015

Organizational Setting

The United Nations Environment Programme (UNEP) is the United Nations systems designated entity for addressing environmental issues at the global and regional level. Its mandate is to coordinate the development of environmental policy consensus by keeping the global environment under review and bringing emerging issues to the attention of governments and the international community for action. The overall objective of UNEP's Division of Technology, Industry and Economics (DTIE) is to encourage decision makers in government, local authorities and industry to develop and adopt policies, strategies and practices and technologies that promote sustainable patterns of consumption and production, make efficient use of natural resources, ensure safe management of chemicals and contribute to making trade and environment policies mutually supportive. It promotes the development, use and transfer of policies, technologies, economic instruments, managerial practices and other tools that assist in environmentally sound decision making and the building of corresponding activities.

The Energy Branch supports developing countries to improve energy efficiency and increase use of renewable energy as part of their effort to achieve low-carbon and climate resilient development pathways. It does so by providing guidance on sound policy, technology and investment choices and thereby assists countries to reduce emissions and drive sustainable development. With its team of experts, a network of partners, and affiliated centres such as the Climate Technology Centre and Network (CTCN), it supports the deployment and scaling up of cutting-edge clean energy technologies, and removal of financial and other barriers to renewable energy and energy efficiency.

The CTCN is the operational arm of the UNFCCC Technology Mechanism and it is hosted by UNEP in collaboration with UNIDO and with the support of 11 Centres of Excellence located in developing and developed countries. The Climate Technology Centre (CTC) is responsible for overall coordination, development of the Climate Technology Network (CTN), and liaison with National Designated Entities (NDEs) and is backed by the Consortium Partners. Delivery of CTCN services is facilitated through a wide and diverse Network of international, regional and national institutions that can respond effectively and efficiently to countries' requests. The CTCN promotes accelerated, diversified and scaled-up transfer of environmentally sound technologies for climate change mitigation and adaptation, in developing countries, in line with their sustainable development priorities.

The assignment will be located in the headquarters of the CTCN at the UN City in Copenhagen, Denmark.

DUTIES AND RESPONSIBILITIES

Under the supervision of the Climate Technology Centre and Network's (CTCN) Climate Technology Manager focused on climate change mitigation, the consultant will support the coordination of technical assistance activities. In particular, he/she will support:

- Communication with CTCN partner institutions and United Nations regional offices on identification and generation of requests for technical assistance from developing countries;
- Tracking, refinement and analysis of requests for technical assistance received;
- Coordination of response planning meetings among members of CTCN Response Expert Teams, National Designated Entities and technical assistance proponents;
- Review and analysis of mitigation technology and development planning documents to identify trends and opportunities to strengthen CTCN technical assistance;
- Fluidity of coordination with CTCN partner institutions, as well as National Designated Entities, on implementation of technical assistance activities in developing countries;
- Design and refinement of CTCN technical assistance procedures and guidance; and
- Production of CTCN technical assistance communication material.

COMPETENCIES

- Good understanding of climate change mitigation;
- Experience in technology transfer, knowledge sharing or capacity building for developing countries;
- Fluency in English is required, fluency in French would be an asset;
- Excellent written and oral communication skills;
- Ability to synthesise information in a clear and well-structured manner;
- Ability to work under pressure and to meet tight deadlines;
- Ability to plan, prioritize and deliver tasks effectively and on time;
- Excellent inter-personal skills and ability to work in a dynamic team.

QUALIFICATIONS

Academic qualifications:

- Advanced university degree (Master's degree or equivalent), preferably in environmental sciences, environmental engineering, international development or related studies;

Work experience:

- At least 4 years of experience in the field of climate/environment/energy and/or technology transfer for developing countries;
- Understanding and experience with UN programmes, their development and implementation activities is an advantage.

Language:

- Fluency in English is required, fluency in French would be an asset;

Preference will be given to equally qualified women candidates.

All applications to be sent to the following address on or before the deadline of **27 January 2015**. Applicants should send a completed United Nations Personal History form (available at <http://www.unon.org/docs/P11.doc>) or Personal History Profile together with a covering letter of one to two pages summarizing how they meet the requirements of the job to:

e-mail: lisa.coverley@unep.org

UN staff members must submit scanned copies of their two latest Performance Appraisal System (e-PAS) reports at the time of application to the email address above.

**PLEASE QUOTE VACANCY ANNOUNCEMENT NO.: VA/EB/CTCN/4
(Applications without Correct Vacancy Number will not be Considered)**

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.