



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

TERMS OF REFERENCE FOR PERSONNEL UNDER INDIVIDUAL SERVICE AGREEMENT (ISA)

Title:	Network secondee
Main Duty Station and Location:	CTCN Headquarters, Copenhagen
Mission/s to:	Copenhagen, Denmark (including international travel as required)
Start of Contract (EOD):	01/04/2017 (estimated)
End of Contract (COB):	Minimum six months and up to twelve months upon mutual agreement

ORGANIZATIONAL CONTEXT

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mandate of UNIDO is to promote and accelerate inclusive and sustainable industrial development in developing countries and economies in transition.

PROJECTS CONTEXT

UNEP in collaboration with UNIDO host the Climate Technology Centre & Network (CTCN). This programme aims to address the objectives set by the Parties under the climate convention to establish effective mechanisms, enhanced means, appropriate enabling environments and the removal of obstacles to the scaling up of the development and transfer of technology to developing country Parties. CTCN supports action on mitigation and adaptation and thus enhance low emissions and climate-resilient development. The specific objective is to stimulate climate technology cooperation and to enhance the development and transfer of mitigation and adaptation technologies and to assist developing country Parties at their request, consistent with their respective capabilities and national. To achieve this, developing countries capacity to identify technology needs, to facilitate the preparation and implementation of technology projects and strategies will be built or strengthened through the function of the CTCN to achieve increased action on climate mitigation and adaptation technologies.

The issue of technology transfer has been a cornerstone of the United Nations Framework Convention on Climate Change (UNFCCC) since it was established. Acknowledging the need to accelerate the transfer of climate change mitigation and adaptation technologies, the Parties to the Climate Change Convention took a major step forward, by establishing the Technology Mechanism at the 16th session of the Conference of the Parties (COP) in Cancun in December 2010. The decision was to establish new institutions suited to address technology transfer, hence the Technology Mechanism would comprise of a Technology Executive Committee and a Climate Technology Centre and Network (CTCN). Following competitive bidding, the COP decided that the CTCN would be hosted by UNEP through a consortium to be co-led by UNIDO.

This joint UNEP-UNIDO programme aims to address the objectives set by the Parties to establish effective mechanisms, enhanced means, appropriate enabling environments and the removal of obstacles to the scaling up of the development and transfer of technology to developing country Parties. The Programme shall support action on mitigation and adaptation and thus enhance low emissions and climate-resilient development. This objective is to be reached by promoting the transfer and scaling up of the deployment of adaptation and mitigation technologies in developing countries.

The specific objective is to stimulate climate technology cooperation and to enhance the development and transfer of mitigation and adaptation technologies and to assist developing country Parties at their request, consistent with their respective capabilities and national priorities. To achieve this, developing countries capacity to identify technology needs, to facilitate the preparation and implementation of technology projects and strategies will be built or strengthened through the function of the CTCN to achieve increased action on climate mitigation and adaptation technologies. The CTCN serves three main functions:

- i. Managing requests and responses in the technology cycle;
- ii. Fostering collaboration to accelerate technology transfer;
- iii. Strengthening networks, partnerships and capacity building for technology development and transfer, and fostering collaboration to accelerate technology transfer.

The anticipated outcome CTCN support is “building and strengthening of developing countries’ capacities to identify technology needs to facilitate the preparation and implementation of technology projects and strategies, taking into account gender considerations to support action on adaptation and mitigation and enhance low emissions and climate-resilient development.”

FUNCTIONAL RESPONSIBILITIES

Under the supervision of the Network and Capacity Building Manager overseeing CTCN’s Network and Capacity Building portfolio, working with CTCN Network Specialist and other CTCN colleagues as appropriate, this Seconded will advance the following activities:

- Output 1: Conduct assessments and analyses of new network membership applications and propose recommendations to the CTCN Network and Capacity Building Manager;
- Output 2: Conduct a desktop analysis of existing Network members’ core expertise. Conduct an in-depth analysis on what expertise is missing in the CTC Network in terms of specific sectoral, cross cutting and enabling expertise in different regions/sub regions and what are the INDC priorities in different countries in the regions; further conduct an analysis proposing key institutions to cover the missing expertise areas and the INDC priorities in the different regions of the world up to country level; and support in contacting these institutions;
- Output 3: Conduct analyses of key donors/potential donor NDEs country level development plan priorities matching them with pending CTCN Technical Assistance requests;
- Output 4: Support in content population of the CTCN website’s Network section in terms of Network engagement data and network member’s website profiles;
- Output 5: Cluster Network members based on their expertise and activities and support in the analysis of the engagement of these different groups; and support in other Network related analyses;
- Output 6: Analyse relevant topics for webinars to be conducted by Network members and support in the organisation of webinars;
- Output 7: Support in the preparation of regional NDE forums as requested by the CTCN Network and Capacity Building Manager;

- Output 8: Undertake other operational activities of the CTCN as and when requested by the CTCN Network and Capacity Building Manager and the CTCN Network Specialist.

MINIMUM ORGANIZATIONAL REQUIREMENTS

Education: University degree, preferably in environmental sciences, business administration, international development or related studies.

Technical and Functional Experience:

At least 5 years of experience in the field of climate policies/environment/energy and/or technology transfer for developing countries preferably within the following areas of work:

- Climate technologies;
- Knowledge sharing or capacity building;
- Network management;
- Liaison with different stakeholders including the private sector, governmental institutions, civil sector etc.;
- Preparation and facilitation of multi-country workshops or conferences;
- Research and analysis of political, financial and technical information.

Languages: Proficiency in English (oral and written) is a requirement. Working knowledge of another official UN language is desirable.

Other requirements: Excellent analytical and writing skills.

REQUIRED COMPETENCIES

Core values:

1. Integrity
2. Professionalism
3. Respect for diversity

Core competencies:

1. Results orientation and accountability
2. Planning and organizing
3. Communication and trust
4. Team orientation
5. Client orientation
6. Organizational development and innovation