**Externally funded internship/FELLOWSHIP**

**TERMS oF reference**

**I. Identification of the post**

Title: Regional NCE Intern

Sector of assignment: Nature Climate and Energy

Organizational unit: BPPS/NCE

Country and Duty Station: Ethiopia, Addis Ababa

Expected duration: 9 months

Expected starting date: As soon as possible

Supervisor’s name: Muyeye Chambwera

Supervisor’s title: Regional Technical Advisor

**II. CORPORATE BACKGROUND:**

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN’s development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals.

**III. RECEIVING OFFICE BACKGROUND:**

UNDP’s Strategic Plan emphasizes the critical links between environmental sustainability, climate change mitigation and adaptation, and broader efforts to achieve the goals of the 2030 Agenda and Paris Agreement. As part of the Global Policy Network in the Bureau for Policy and Programme Support, UNDP’s Nature, Climate Change, and Energy (NCE) Team promotes and scales up integrated whole-of-governance approaches and nature-based solutions that reduce poverty and inequalities, strengthen livelihoods and inclusive growth, mitigate conflict, forced migration and displacement, and promote more resilient governance systems that advance linked peace and security agendas.

The NCE Team works with governments, civil society, and private sector partners to integrate natural capital, environment and climate concerns into national and sector planning and inclusive growth policies; support country obligations under Multilateral Environmental Agreements; and implement the UN’s largest portfolio of in-country programming on environment, climate change, and energy. This multi-billion dollar portfolio encompasses: Biodiversity and Ecosystem Services including forests; Sustainable Land Management and Desertification including food and commodity systems; Water and Ocean Governance including SIDS; Climate Change Mitigation and Adaptation; Renewable and Modern Energy; Extractive Industries; Chemicals and Waste Management; Environmental Governance and Green/Circular Economy and SCP approaches. This work advances crosscutting themes on innovative finance, digital transformation, capacity development, human rights, gender equality, health, technology, and South-South learning. UNDP's Nature, Climate and Energy practice spans 137 countries, with a portfolio directly benefiting 86 million people. Our support to Governments focusses on enabling an inclusive, resilient, green recovery by: building competency to accelerate access to sustainable energy and climate and nature-positive policies and finance; scaling capacity to ensure No One is Left Behind; catalyzing SDG and Paris-aligned investments (public and private); delivering client-focused solutions that respond to countries' immediate, mid- and long-term recovery and socio-economic development priorities; and leveraging our on-the-ground presence and networks to unlock bottom-up solutions that deliver lasting impacts at country level.

In addition to UNDP’s bilateral partnerships on nature climate and energy, UNDP is an accredited multilateral implementing agency of the Green Climate Fund (GCF), the Multilateral Fund (MLF), and the Global Environment Facility (GEF) which includes the Global Environment Facility Trust Fund (GEF Trust Fund); the Nagoya Protocol Implementation Fund (NPIF); the Least Developed Countries Fund (LDCF); and the Special Climate Change Fund (SCCF). As part of UNDP’s partnership with these vertical funds, UNDP provides countries specialized integrated technical services for eligibility assessment, programme formulation, capacity development, policy advice, technical assistance, training and technology transfer, mobilization of co-financing, implementation oversight, results management and evaluation, performance-based payments and knowledge management services. The Nature, Climate and Energy Team focuses on managing the oversight of climate and environmental financial resources from global trust funds to catalyze and unlock other types of public and private financing for sustainable development. This includes oversight of the design as well as implementation phase of projects (together with Country Offices and Regional Bureas), as well as portfolio level oversight and management.

**III. DUTIES:**

The Intern/Fellow will assist in the following duties and responsibilities:

|  |  |  |
| --- | --- | --- |
| **No** | **Duties and responsibilities** | **% of time** |
| 1 | **Support coordination and implementation of NCE portfolio of initiatives financed by the UNDP RBA Regional Programme that focus on strengthening domestic climate finance governance systems and processes and catalyze upscaled domestic and international public and private finance for building integrated urban and community climate adaptation and blue economy. Specific duties include:**   * Support focal RTAs in identifying experts to undertake the specific initiatives under the portfolio * Provide first layer review report from experts before final reviews by RTAs * Organize meetings related to the planning and implementation of the initiatives, and draft brief reports of meetings, including meetings with partners * Compile progress in the implementation of initiatives into reports for submission to the Regional Programme * Support RTL and RTAs to draft a long term NCE framework document that links NCE with the Regional programme. | **40 %** |
| 2 | **Knowledge management and learning**   * Undertake background research on climate change, finance and financing models * Review the UNDP Africa climate change, blue economy portfolio and NDCs and undertake analytical work on trends, sectors and successes * Reach out to country offices and project teams and gather illustrative evidence of successes * Support the preparation of impact stories and other knowledge products based on UNDP projects under implementation * Prepare slide decks that can be used by RTAs, RTL during strategic meetings/events on climate change * Support organizing NCE-related seminars/webinars | **40%** |
| 3 | **Other: Wider NCE management and project focussed support on climate change, blue economy and policy**   * Gain exposure with NCE project processes through short project related assignments * Support other/ad hoc activities as seen relevant and needed. | **20%** |

**IV. REQUIREMENTS AND QUALIFICATIONS**

**Education:**

Candidates must meet one of the following educational requirements:

* currently enrolled in, or just completed a postgraduate programme (such as a Master’s programme or higher); or
* have graduated no longer than 1 year ago from a university degree or equivalent studies.

Field of study: **natural sciences, agriculture, environmental/natural resources, social sciences, development studies** or equivalent.

**IT skills:**

* Knowledge and a proficient user of Microsoft Office productivity tools;

**Language skills:**

* English is required;
* Knowledge of French is an advantage.

**Other competencies and attitude:**

* Interest and motivation in working in an international organization;
* Good analytical skills in gathering and consolidating data and research for practical implementation;
* Outgoing and initiative-taking person with a goal-oriented mind-set;
* Communicates effectively when working in teams and independently;
* Good in organizing and structuring various tasks and responsibilities;
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Responds positively to feedback and differing points of view;
* Consistently approaches work with energy and a positive, constructive attitude.