



**Transformative Actions for Climate and Ecological Protection and Development
(TRANSCEND)
PN: 22.9008.8-004.00**

**Job Description
Junior Policy Advisor
(Category 3T)**

Project Description

The International Climate Initiative (IKI) is an important part of the German government's international climate finance commitment. Since 2022, the IKI is implemented by the Federal Ministry for Economic Affairs and Climate Action (BMWK) in close cooperation with the Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (BMUV) and the Federal Foreign Office (AA). The Philippines is one of the priority countries with which the International Climate Initiative maintains a close cooperation.

The project "Transformative Actions for Climate and Ecological Protection and Development" (TRANSCEND) responds to an IKI country call for the Philippines. The project is currently in its preparation phase and looking at implementation from 2024-2029. It will be implemented by a consortium led by the Climate Change Commission and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. The consortium partners include UN organisations, NGOs, and academia. Centered around a holistic approach, TRANSCEND targets integrated solutions in climate adaptation, emissions mitigation, and biodiversity conservation across three distinct landscapes within the Philippines. In applying a "whole-of-society" strategy, the project pilots a comprehensive transition to a society that is resilient to climate impacts, lowers carbon emissions, and fosters biodiversity. On a local level, community-based planning and conservation initiatives aim to enhance natural carbon sinks and fortify the resilience of local government units. Decision support systems, adopted across all layers of governance, are intended to refine policy decisions, and improve the efficacy of climate financing.

Within the broader framework, TRANSCEND also facilitates the International Climate Initiative Interface in the Philippines. This platform serves to coordinate networking events and disseminate regular updates through newsletters, thereby keeping both the German commissioning ministries and the German Embassy in Manila well-informed.

Main Role

The Junior Policy Advisor within the TRANSCEND Project will support the project implementation with his/her technical expertise to contribute towards the achievement of project targets. This role involves providing assistance to the project on climate and biodiversity policy issues, including gender, while also supporting the project's governance and IKI Interface components through effective communication and advocacy.

Major Functions/Duties

The Junior Policy Advisor performs the following major functions/duties:

Technical Advisory:

- Support the Line Manager and the TRANSCEND (Senior) Policy Advisors in providing evidence-based climate policy advisory services while ensuring alignment with international conventions such as UNFCCC and the Global Biodiversity Framework.
- Prepare analysis, ppts and short briefers of relevant policy documents and ongoing discussions to climate and biodiversity policies
- Monitor and share timely updates on global climate negotiations and resolutions, ensuring the TRANSCEND project partners remain informed.

- Support the project's governance and interface components.

Partnership and Stakeholder Engagement:

- Provide support to (Senior) Policy Advisors in initiating and sustaining dialogues with governmental and non-governmental entities to foster collaborative outcomes across all TRANSCEND project outputs.
- Assist the (Senior) Policy Advisors in coordinating with project partners aimed at achieving TRANSCEND's targeted objectives.

Additional Responsibilities:

- Contribute to organizational priorities beyond the project's scope and engage in special initiatives as required.
- Assist in conceptualizing and implementing communications work
- Assist in the setting up of an M+E concept, digital monitoring systems and the project database
- Assist in project reporting and preparation and documentation of internal and external meetings and Workshops
- Assist the program manager if required for ad hoc tasks

Expertise in Philippine Climate and Biodiversity Policy:

- Demonstrable understanding of climate policy, adaptation strategies, and biodiversity conservation efforts specific to the Philippine context.

Experience in supporting the implementation of Projects:

- Experience in supporting the implementation of policy-focused projects for governmental and non-governmental stakeholders in the Philippines.

Excellent Interpersonal Skills:

- Skilled at cross-cultural and hierarchical communication, with an ability to create and maintain strong relationships across different levels of an organization.

Clear and Effective Communication:

- Excellent ability to write coherent reports with minimal supervision and to adapt communication style for varied audiences.

Knowledge of International Frameworks:

- Familiar with key global initiatives like the Paris Agreement and global frameworks on biodiversity.
- Ability to navigate and comprehend local legislative and governmental plans and procedures.

Facilitation Skills:

- incapable of facilitating meetings, workshops, or public consultations, bringing in ideas on how to activate participation and consensus-building.
- Ability to work with various stakeholders from the barangay to the national level

Language Proficiency:

- Must be fluent in both English and Filipino for effective communication at all levels.

Professional Qualifications

- A University degree in Environmental Policy, Climate Change Management, Public Policy, Coastal and Marine Management, Environmental Studies, Geography, Urban Studies.
- Knowledge on climate and/or biodiversity policies, particularly in the Philippine context.

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- Knowledge on international climate and/or biodiversity frameworks like the UNFCCC and the Paris Agreement and the Kunming-Montreal Framework, and proven ability in conducting policy assessments.
 - Experience in stakeholder management, and partnership building.
 - Outstanding communication abilities, proficient in both English and Filipino, complemented by experience in strategic development, long-term planning, and the facilitation and organization of national and international events.
 - Results-oriented in performing tasks and having attention to details, from demand-based planning through implementation, innovation & learning, and knowledge management.
 - Experience with procedures of German or other commissioning parties, is an advantage.

Reporting Relationship/Duty Station

The Junior Advisor reports directly to the Project Chief Advisor for the Governance component and supports the involved (senior) advisors. Duty station is Makati/Manila with the possibility to stay at political partners office (if requested in the future). The Junior Advisor needs to be ready to travel to the project sites in the Philippines (Luzon, Visayas, and Mindanao), as required.

Period of the Assignment

Earliest possible date up to June 2027, with a possibility for an extension.