



United Nations – UN-Secretariat Junior Professional Officer Program (JPO) Chiffre Nr. 2022-2-37

TERMS OF REFERENCE

I. General Information

Title: JPO in Climate Change and Environment

Sector of Assignment: Climate Change adaptation and mitigation; Environmental protection

Organization/Office: United Nations / United Nations in Viet Nam / Resident Coordinator's Office (RCO)

Country and Duty Station: Hanoi, Viet Nam

Duration of assignment: 2 years with possibility of extension for another year. The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

II. Supervision

Title of Supervisor:

Head, RCO, UN in Viet Nam

Content and methodology of supervision:

Establishment of a Work Plan: During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance.

III. Duties, Responsibilities and Output Expectations

As a member of the RCO, the JPO is expected to support the UNRC and the UNCT in the areas of Climate Change and Environment, and support the work of the UNCT Results Groups on Climate Change and Environment, including Disaster Risk Reduction for Resilience, and other groups.

As a member of the UN family in Viet Nam, the JPO is expected to make contributions to the implementation of the One Strategic Plan (OSP) 2017-2021 and a new UN Sustainable Development Cooperation Framework (UNSDCF) for 2022-2026 (to be finalized and adopted in 2021), advancing the UN's Delivering as One (DAO) agenda, enhancing synergies and impacts of UN support in the areas of climate change adaptation and mitigation as well as environmental protection. The JPO will work in partnership with UN colleagues to ensure successful programme development and implementation to achieve the OSP and UNSDCF results.

- 1) Provide support to the UN Resident Coordinator through the Head of the RCO in his role of coordinating issues relating to climate change and environment in support of the Government of Viet Nam and with close partnership with all relevant stakeholders, including development partners (UN and non-UN):
 - Advise the RC and the UNCT on critical climate change and environmental issues and possible areas of action;
 - Support the RCO and UNCT annual reporting and work planning processes relating to climate change and environmental issues;
 - In collaboration with UN agencies, develop and maintain relationships with such relevant ministries as the Ministry of Natural Resources and Environment, and the Ministry of Agriculture and Rural Development;
 - Support the RC and RCO in maintaining effective working relationships with external stakeholders, in particular development partners, on climate change and environmental issues;
 - Support communications and advocacy relating to climate change and environmental issues through the One UN Communications Group of the UN in Viet Nam.
- 2) Provide support to the RC and the UNCT on climate change and environment, in particular through the UN Results Group (RG) on Climate Change and Environment, and other groups that may be established for the implementation of the UNSDCF for 2022-2026:
 - Actively participate in the activities of the UN RG on Climate Change and Environment and of other RGs, Thematic Groups and groups, as necessary, to support and advise on the integration of climate change and environmental considerations into UN programmes and projects;
 - Provide inputs to the inter-agency works of the UN in Viet Nam and promote the integration of climate change and environmental considerations in joint-UN planning and programming;
 - Maintain close relationship with UNEP at the regional level, and facilitate close collaborations between UNEP and the rest of the UNCT.

IV. Qualifications and Experience

Education:

Master's degree in development, international relations, environmental science, environmental economics, political sciences, social science, project management or related fields.

Work experience:

At least two years of relevant experience in program/project development. Experience in monitoring/evaluation as well as in a development country would be an asset.

Languages:

Full command of English (writing, speaking, and presentation skills) is required for this position.

Other skills:

- Good knowledge and understanding of climate change and environmental issues
- Excellent communication, interpersonal skills and the ability to work effectively in an international environment
- Good organizational and analytical skills, initiative and sound judgment; and the ability to work with minimum supervision
- Specific training and knowledge of climate change and environmental issue desirable
- Working knowledge/experience in developing countries and Asia or in Viet Nam desirable
- Good computer skills

UN competencies:

PROFESSIONALISM: Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations.

COMMUNICATION: Speaks and writes clearly and effectively; Listens to others, correctly interprets messages from others and responds appropriately; Asks questions to clarify, and exhibits interest in having two-way communication; Tailors language, tone, style and format to match the audience; Demonstrates openness in sharing information and keeping people informed.

TEAMWORK: Works collaboratively with colleagues to achieve organizational goals; Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; Places team agenda before personal agenda; Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

PLANNING & ORGANIZING: Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments; adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently.

CREATIVITY: Actively seeks to improve programmes or services; Offers new and different options to solve problems or meet client needs; Promotes and persuades others to consider new ideas; Takes calculated risks on new and unusual ideas; thinks "outside the box"; Takes an interest in new ideas and new ways of doing things; Is not bound by current thinking or traditional approaches.

Workforce Diversity

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

V. Learning Elements

On completion of the assignment, the JPO will have/be able to

- Understand the key issues of importance to the UN, including climate change and environment, governance, justice and human rights;
- be familiar with policy formulation process, advocacy, research, partnership establishment and operation, and coordination for development;
- active participation and contribution to the joint policy advocacy and actions by UN in Viet Nam (through participation in the UN Joint Programme Groups).

VI. Background Information

1. Organizational context

The “Delivering as One” (DaO) initiative in Viet Nam started in early 2006 with the objective to achieve a more strategic and more effective contribution to the attainment of national development priorities under national leadership. The strategic intent of DaO is to “improve the effectiveness of the UN system to contribute to national development priorities and move towards providing high-quality policy advice and advocacy, focusing on the UN’s normative role”.

With the One Strategic Plan (OSP) 2017-2021 currently being implemented, the RC/UNCT has set up the UN’s coordination architecture, supported by various inter-agency teams and the UNRCO, and guided by principles of national ownership; alignment with national development priorities; multi-stakeholder participation; and mutual accountability for development results. The UN is also working with the Government of Viet Nam to promote complementarity between the National Socio-Economic Development Plan 2016-20 and the Sustainable Development Goals. In 2021, the UN in Viet Nam is drafting with the Government of Viet Nam a new UN Sustainable Development Cooperation Framework (UNSDCF) for 2022-2026, which will succeed the OSP. Ensuring climate resilience and environmental sustainability have been one of the key aspects of the OSP, and in March 2021, the UN in Viet Nam has agreed with the Government of Viet Nam in principle on the four key Outcomes of the UNSDCF for 2022-2026, including ‘Climate Change Response, Disaster Resilience and Environmental Sustainability’.

The Office of the UN Resident Coordinator (RCO) in Viet Nam is supporting the RC, the UN Country Team (UNCT), Results Groups and specific working groups with the overall aim of promoting greater UN coherence, efficiency and enhanced development results. The RCO provides a range of services, including:

- UN Coherence through Delivering as One
- Coordination of the OSP 2017-21
- Resource Mobilization
- Results-Based Management of DaO and Development Results

- Aid Coordination and Aid Effectiveness
- Mainstreaming of thematic cross-cutting issues (e.g. DRR, gender equality, human rights)
- Joint UN statements, briefings and position papers
- Knowledge Management

2. Viet Nam context, including COVID-19

Viet Nam has done well in containing COVID-19 through effective and robust measures, with a limited number of deaths recorded in the country. Since 27 April 2021, Viet Nam has been experiencing the fourth wave of the virus. While there are a number of clusters in the country, including Ho Chi Minh City, the situation in Hanoi has been mostly contained as of late June 2021, and the Hanoi authorities have allowed the restaurants, cafes, etc, to resume their business, while adhering to preventive measures. Ever since the virus appeared in Viet Nam in early 2020, the UN in Viet Nam has kept its office open throughout the period, and did not close the office even for a day. Strict quarantine policy remains in effect for all incoming passengers. The health facilities in Viet Nam have the capacity to respond to and address the COVID-19 cases.

Viet Nam deals with an increasingly complex risk environment. Global climate risk and vulnerability indices highlight Viet Nam as one of the countries most affected by extreme weather and at extreme risk of climate change. Ensuring climate resilience and environmental sustainability have been made one of the key aspects of the UN in Viet Nam's One Strategic Plan 2017-2021, setting out the strategic focus of the joint programme of all UN agencies present in the country to support Viet Nam in addressing its development priorities. UN agencies have been intensifying integrated approaches through joint and individual initiatives to support the Government of Viet Nam in meeting the challenges that communities at risk face. As mentioned above, in March 2021, the UN in Viet Nam has agreed with the Government of Viet Nam in principle on the four key Outcomes of the UNSDCF for 2022-2026, including 'Climate Change Response, Disaster Resilience and Environmental Sustainability'.

Living conditions at the Duty Station: Living conditions in Hanoi, also in terms of COVID-19 as noted above, are good by developing country standards. In line with further improvements in the availability of goods and services, health facilities, and housing, the level of hardship in the duty station is B. Security is also reasonably good relative to large cities in other developing countries.

**Bitte senden Sie Ihre JPO-Bewerbung direkt an das
Büro Führungskräfte zu Internationalen Organisationen (BFIO)
unter Angabe der Chiffre Nr. 2022-2-37 auf dem Bewerbungsbogen**

Alle Informationen finden Sie unter www.bfio.de