



Terms of Reference

Junior Climate Change Adaptation Advisor

Advisor to be embedded in the Office of the President (Beretitenti)

Background

To respond to climate change risks, Kiribati developed its first **Joint Implementation Plan on Climate Change and Disaster Risk Management (KJIP)** in 2014, which serves as the country's National Adaptation Plan (NAP). The KJIP consolidates existing national and sectoral policies and strategies developed on climate change and disaster risk management (DRM). It identified 12 strategies and associated priority climate change and DRM actions for the period 2014–2023. In 2017-18, the KJIP was further reviewed and updated with support from the NAP Global Network.

Climate change (including climate change adaptation) is coordinated under the Office of Te Beretitenti (OB) and approached as a cross-cutting issue that threatens economic development, infrastructure and natural resources. High political awareness and support on climate change have existed at the national level since the early 1990s. A Climate Change Policy has been reviewed and finalised in 2018.

The government of Kiribati recognizes the need for a “whole-of-government” approach to climate change with a focus on mainstreaming and coordination across sectors and scales. A Kiribati National Experts Group of Climate Change and Disaster Risk Management (KNEG), coordinated by OB since 2014, is composed of senior technical officers from government, NGOs, civil society and faith-based organizations, acts as a technical, cross-sectoral advisory committee on climate change including for the NAP process.

Beginning in 2024, the NAP Global Network Secretariat, hosted by the International Institute for Sustainable Development (IISD), will provide an in-country NAP support program to support the Government of Kiribati to accelerate the transition from planning to implementation of the KJIP.

Description of the role

Under the direction of the OB, the **Junior Climate Change Adaptation Advisor** (hereafter ‘Junior Adaptation Advisor’) is responsible for advancing adaptation action toward the implementation of the KJIP.

The Junior Adaptation Advisor will support a Senior Climate Change Adaptation Advisor, who will lead engagement with key national and subnational actors, as well as regional partners, in various capacities to deliver the program. The Senior Adaptation Advisor will be the main point of contact for the In-Country NAP Support Program, which is managed by the NAP Global Network Secretariat (IISD), with the Junior Adaptation Advisor on copy.

Key areas of responsibility

The following are the key areas of responsibility for the Junior Adaptation Advisor.

1. Support the coordination of activities under the In-Country NAP Support Program in Kiribati

The Junior Adaptation Advisor will support the Senior Adaptation Advisor in providing in-country adaptation planning coordination support, including for activities to be undertaken through the support program. Working closely with the OB, KNEG, other consultants, IISD's Technical Lead and Project Manager, the Advisor can assist in coordinating detailed planning and implementation of all activities of the Program. In addition, the Junior Adaptation Advisor will contribute to reporting and communication materials related to the program, and support on the preparation of administrative documentation (e.g., event participant lists).

2. Support capacity building on adaptation for national actors

The Junior Adaptation Advisor will support the Senior Adaptation Advisor to develop and deliver a series of national capacity building trainings on adaptation in consultation with the OB and partners (e.g., climate finance; development of concept notes and proposals; data usage; and monitoring, evaluation and learning for adaptation).

3. Enhancing and adjusting approaches to Integrated Vulnerability Assessment (IVA) and revision of IVA tools

Following the guidance of the OB and KNEG, the Junior Adaptation Advisor will support the Senior Adaptation Advisor to review current approaches and methodologies being used for IVAs to work toward assessments undertaken by different sectors and agencies are standardized, consistent, and well documented. This will include a review and update (as appropriate of IVA tools such as questionnaires to improve and enhance consideration of cross-cutting topics (e.g., gender and social inclusion).

4. Support process to update and conduct trainings on the Kiribati Integrated Vulnerability Assessment Database (KIVA.DB)

The Junior Adaptation Advisor will support the Senior Adaptation Advisor to coordinate activities related to updating the KIVA.DB (<https://kiribati-iva.weebly.com>), a repository of data on national vulnerabilities that serves a key platform for island- and national-level information on climate change adaptation and disaster risk reduction. Enhancing the KIVA.DB is a priority action of the KJIP. The Junior Adaptation Advisor will lead activities to advocate and increase use of KIVA.DB for policy planning and KNEG project coordination, as well as conducting relevant trainings.

5. Support on-going activities to monitoring, evaluation, and learning (MEL) for the KJIP

The Junior Adaptation Advisor will assist the Senior Adaptation Advisor to work with the OB to identify actions to advance MEL for the KJIP, which may include operationalizing the MEL Framework, developing a KJIP Progress Report, and/or completing MEL Framework Scorecards using the KIVA.DB baseline data.

6. Knowledge sharing, communication, and leadership on adaptation

The Junior Senior Adaptation Advisor will serve as a key resource person on adaptation in Kiribati, and may act as a spokesperson to prepare knowledge sharing on adaptation on behalf of the government of Kiribati. The Junior Adaptation Advisor will support the development of communication and outreach materials on adaptation.

7. Other activities related to the transition from planning to implementation of the KJIP

The Junior Senior Adaptation Advisor will assist the Senior Adaptation Advisor to work with the OB to prepare a workplan of activities that help accelerate the transition from planning to implementation of the KJIP to be defined.

To advance the KJIP's commitment to gender equality, the Junior Adaptation Advisor will work to integrate gender and social inclusion considerations throughout all program activities.

Deliverables

The Junior Adaptation Advisor will submit a written monthly report on activities to, and participate in regular (monthly) coordination calls with, the NAP Global Network Secretariat (IISD). Further deliverables will be determined on a quarterly basis in line with the expected results of the program, based on agreement between OB and the NAP Global Network Secretariat (IISD).

Timeline

The Junior Adaptation Advisor role will be an 11-month assignment with possibility of extension.

Qualifications

- At least two years of work experience in a field related to sustainable development. Experience working on climate change adaptation in the context of development policies and programs in Kiribati considered a strong asset.
- A bachelor's degree or higher in environmental studies or related field.
- Familiarity with the climate and development policy context in Kiribati.
- Understanding of the NAP process and related international commitments.
- Solid technical knowledge on climate change adaptation and links to poverty reduction and sustainable development.
- Excellent English and Ikiribati language skills

Duty Station: South Tarawa, Kiribati

Duration of Assignment: 11 months with the possibility of extension.

Remuneration: Dependent on experience and qualification.

Expected Start Date: February 1, 2024, or as soon as possible.

Application Process:

Suitably qualified individuals are invited to submit their application to info@napglobalnetwork.org and email with subject: Application for **Junior Climate Change Adaptation Advisor** _<Your Name> including:

- A one-page letter of motivation
- A Curriculum Vitae including two (2) professional references.

The deadline for submission of application is **January 25, 2024, at or before midnight Kiribati time.**

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