



## Terms of Reference

### Senior 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 **Senior Climate Change Adaptation Advisor** (hereafter ‘Senior Adaptation Advisor’) is responsible for advancing adaptation action toward the implementation of the KJIP.

The Senior Adaptation Advisor will work 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).

##### Key areas of responsibility

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

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

The Senior Adaptation Advisor will provide 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 Senior Adaptation Advisor will be responsible for reporting and communication materials related to the program.

**2. Capacity building on adaptation for national actors**

The Senior Adaptation Advisor will 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 Senior Adaptation Advisor will 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. Lead process to update and conduct trainings on the Kiribati Integrated Vulnerability Assessment Database (KIVA.DB)**

The Senior Adaptation Advisor will coordinate activities related to updating the KIVA.DB (<https://www.kivadb.net/>), 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 Senior Adaptation Advisor will lead activities to increase use of KIVA.DB for policy and KNEG project coordination, as well as conducting relevant trainings.

**5. Enhancing approaches to monitoring, evaluation, and learning (MEL) for the KJIP**

The Senior Adaptation Advisor will 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 Senior Adaptation Advisor will serve as a key resource person on adaptation in Kiribati, and may be called on by the Kiribati government as its representative and spokesperson at national, regional, and international events. The Senior Adaptation Advisor will work closely with a Junior Adaptation Advisor and provide mentorship related to adaptation policy.

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

The Senior Adaptation Advisor will 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 Senior Adaptation Advisor will work to integrate gender and social inclusion considerations throughout all program activities.

### **Deliverables**

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

### **Qualifications**

- At least ten years of work experience in a field related to sustainable development.
- At least three years of experience working on climate change adaptation in the context of development policies and programs in Kiribati.
- 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 I-Kiribati language skills
- Event facilitation experience considered a strong asset.

**Duty Station:** South Tarawa, Kiribati

**Duration of Assignment:** 12 months with the possibility of extension.

**Remuneration:** Dependent on experience and qualification.

**Expected Start Date:** As soon as possible.

### **Application Process:**

Suitably qualified individuals are invited to submit their application to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org) and email with subject "Application for **Senior Climate Change Adaptation Advisor** \_<Your Name>" including:

- A one-page letter of motivation
- A Curriculum Vitae

Applications will be received until Friday, August 2, at midnight Kiribati time.

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