



## **In-Country Programme of Support to South Africa's Department of Forestry, Fisheries and the Environment**

### **Terms of Reference**

### **Climate Change Adaptation Advisor**

#### **Background Information**

The South African government completed its National Climate Change Adaptation Strategy, which is South Africa's National Adaptation Plan (NAP) (hereafter referred to as such) in August 2020. Coordinated by the Department of Forestry, Fisheries and the Environment (DFFE), the NAP acts as a common reference point for climate change adaptation efforts in South Africa in the short to medium term, providing guidance for all levels of government, sectors and stakeholders affected by climate variability and change. It is guided by principles that include a people-centred, gender-responsive approach, equity, and a continuous, progressive, iterative process, among others. The NAP highlights the important role played by provincial governments in planning and implementing adaptation actions.

In July 2024, the [Climate Change Act](#) was passed, putting in place a legal framework for South Africa's response to climate change. The Act commits the government to a number of outputs on adaptation, to be achieved within one year of it coming into operation. These include:

- National adaptation objectives, which are to be integrated into all relevant national planning instruments, policies, and programs.
- Indicators for measuring progress towards achieving the national adaptation objectives.
- Updated adaptation scenarios.

Though progress has already been made on each of these pieces through the NAP process, this creates an important imperative to review and update these different elements of the country's adaptation policy suite. South Africa has requested support from the NAP Global Network to move this process forward.

#### **Overview of the Program**

The in-country program aims to support South Africa in operationalizing the adaptation-focused aspects of its Climate Change Act. The program will be implemented for 12 months, from October 2024 to September 2025.

Key activities of the program include:

- Development of updated long-term adaptation scenarios.
- Review and update of the adaptation objectives in the NAP.

- Development of adaptation indicators, building on the M&E framework that has already been developed, bringing the indicators into alignment with the NAP and the updated adaptation objectives.
- Organization of meetings to engage stakeholders in the above processes.
- Publication of externally facing documents resulting from the above activities.

A team of experts will be recruited to support DFFE in the delivery of these activities. This will include an embedded advisor (as described in this Terms of Reference), as well as additional technical experts who will lead development of the adaptation scenarios, objectives, and indicators.

### **Overview of the Assignment**

A Climate Change Adaptation Advisor will be recruited to sit within the DFFE team, with the following responsibilities:

- Providing additional human capacity for the day-to day operations of the team, with overarching priorities and specific tasks to be determined by DFFE.
- Coordinating the activities of the in-country program, which will include:
  - Working closely with the adaptation team within DFFE to establish timelines, and clarify the scope and deliverables for the broad activities outlined above.
  - Collaborating with the other experts recruited under the program to ensure timely and quality delivery of the various outputs.
  - Acting as the point of contact for the NAP Global Network team for coordination, administration and financial issues.
  - Supporting the organization of meetings conducted in support of the program activities (logistics, invitations).
  - Overseeing the editing and layout for the externally facing documents produced through the program of support.

As this role focuses on coordination and support to the DFFE team, payment will be made on the basis of a monthly report in a template to be provided by the NAP Global Network team.

### **Qualifications**

- Master's degree or higher in environmental studies or related field
- At least ten years of work experience in a field related to sustainable development
- At least five years of experience working on climate change adaptation policies and programs in South Africa
- Understanding of the NAP process and related international commitments
- Solid technical knowledge on climate change adaptation and links to poverty reduction and sustainable development
- Significant experience in coordination and working with complex teams
- Familiarity with the climate and development policy context in South Africa
- Driver's licence

## **How to Apply**

*IMPORTANT: Applicants must have the legal right to work in South Africa.*

The application must consist of a **CV and a cover letter**. The cover letter should be maximum one page in length and include your proposed monthly rate in USD, as well as the names, phone numbers and email addresses of three referees. Referees will not be contacted unless the application is shortlisted.

In your application, please clearly demonstrate how you meet the criteria outlined above.

Submissions should be made **by email** to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org) with the following in the subject line: **South Africa Adaptation Advisor: NAME OF APPLICANT**.

Applications are due by **October 4, 2024**