



Pacific
Community
Communauté
du Pacifique

JOB DESCRIPTION

Job Title:	Nature-based Solutions Mainstreaming Advisor
Division/Programme and Section/Project (if any):	Climate Change and Environmental Sustainability (CCES) programme, Climate Change Flagship Programme
Location:	Headquarters, Noumea, New Caledonia
Reporting to:	CCES Flagship Coordinator
Number of Direct Reports:	2
Purpose of Role:	The Nature-based Solutions (NbS) mainstreaming advisor will be responsible for the mainstreaming of NbS throughout SPC activities and partnerships to tackle the climate change crisis in the high-priority nature-based solutions and/or the adaptation and climate resilient sector.
Date:	March 2023

Organizational Context and Organization Chart

The **Pacific Community** (SPC) is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 member countries and territories. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 20 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience and agriculture.

SPC is committed to bringing together our deep sectoral expertise, research, relationships, and implementation experience into Flagship Programmes. These programmes accelerate our efforts to address the challenges and opportunities facing the Blue Pacific in the 21st century, and work together with our members and achieve impact for Pacific people. They support a transformation in our institutional effectiveness as part of SPC's Strategic Plan 2022-2031 and the 2050 Strategy for a Blue Pacific.

The **threat of climate change** demands SPC take a whole of organisation response to this critical regional challenge. SPC is in the process of developing and strengthening a more strategic and integrated approach of climate change, through a **Climate Change Flagship Programme (CCFP)**. This flagship seeks to enhance climate change services and capability in a more wholistic, strategic, and cohesive way.

The CCFP aims to bring greater visibility to the breath of SPC's climate change action and related resilience work, progress this in a manner consistent with the demand for ambition and support from members and leverage the commensurate resources to support this. This aligns directly to the implementation of KFA 1: "Resilience and Climate Action" which is at the centre of the new SPC Strategic Plan and should also help to more clearly define SPC's value add to the region in the climate change space and its complementarity with the capability and services of other regional architecture supporting our members. The **Climate Change and Environmental Sustainability Programme**

(CCES) is charged with facilitating its development and implementation, however all divisions, teams and programmes of SPC are also contributing.

The CCFP will be informed by SPC's Strategic Plan, the FRDP, climate change priorities espoused by the Heads of sector meetings convened by SPC, its Governing Council, the 2050 Strategy, Pacific priorities in climate change negotiations and national policies.

Nature-based Solutions are actions to protect, sustainably manage, and restore natural and modified ecosystems that address societal challenges effectively and adaptively, simultaneously benefiting people and nature.

Nature-based Solutions address societal challenges through the protection, sustainable management, and restoration of both natural and modified ecosystems, benefiting both biodiversity and human well-being. Nature-based Solutions are underpinned by benefits that flow from healthy ecosystems. They target major challenges like climate change, disaster risk reduction, food and water security, biodiversity loss and human health, and are critical to sustainable economic development.

Nature-based Solutions are integral to delivering protection and sustainable management of natural resources and climate change resilience in the Pacific. Pacific Islands and communities are disproportionately reliant on natural resources and healthy ecosystems for livelihoods, food security, climate change resilience and cultural identity. Nature-based Solutions have a growing recognition at international level and in the region.

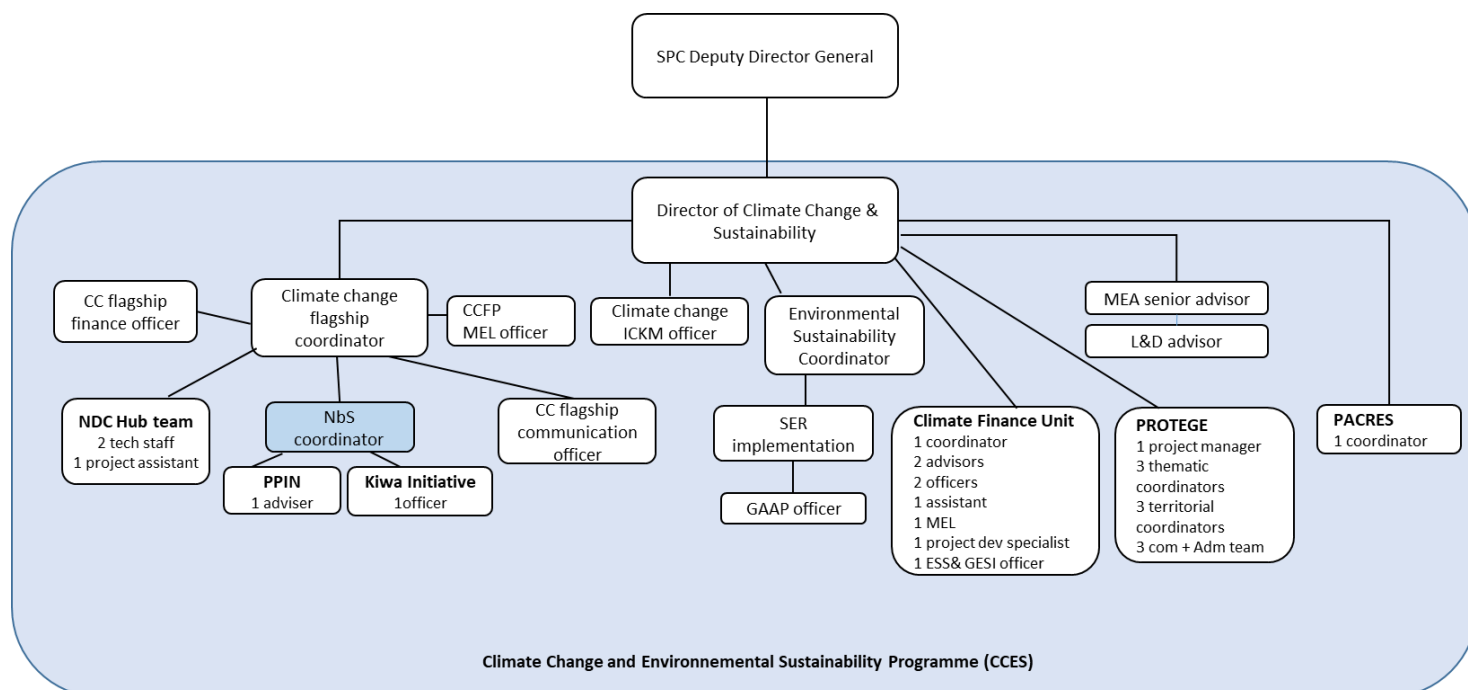
The Nature-based solutions mainstreaming advisor will be responsible for providing guidance and support to SPC' technical divisions and management body on how to better mainstream the concept of NbS in their programmes, projects, activities, and strategies while leveraging new sources of funding and addressing SPC's members need in terms of integrated ecosystem protection, management, and restoration.

He/she will be based within the CCES division at SPC' headquarter and will be expected to work in close collaboration with other divisions. The officer will also be responsible for liaison with NbS activities within CCES as well as with key partners. Close cooperation with SPC' members is also expected.

The NbS mainstreaming advisor will be expected to work closely with SPC's Kiwa Initiative technical assistance coordinator and PPIN (Promoting Pacific Island Nature-based Solutions) NbS capacity building officer to ensure an efficient coordination of the activities.

The **Kiwa Initiative** (<https://kiwainitiative.org/en/>) is a multi-donor program that aims to build resilience to climate change through Nature-based Solutions. It is based on simplified access to climate change adaptation and NbS financing for local and national authorities, civil society and regional organizations in the Pacific Countries and Territories, including the three French Overseas Territories.

The **Promoting Pacific Island Nature-based Solutions** (PPIN) project seeks to support the development of policy and legislation for Nature-based Solutions, build awareness and capacity, and strengthen regional cooperation amongst PICTS on NbS. This project will be a key component of New Zealand's Ministry of Foreign Affairs and Trade (MFAT) "Resilient Ecosystems for Climate Change Adaptation" (RECCA) Activity.



Organizational chart of the Training and Capacity Building Officer within CCES

Key Result Areas (KRAs):

The performance requirements of the Key Result Areas are broadly described below:

Jobholder is accountable for	Jobholder is successful when
KRA#1: NbS coordination for a SPC programmatic approach (35%)	
<ul style="list-style-type: none"> Contribute to the development of an NbS organisational strategy, supported by key internal stakeholders and describing specific operational pillars. Develop, execute, and manage an operational plan and yearly workplans for SPC to expand its work on NbS through mainstreaming the concept and use of the standard and guidelines within the organisation's portfolio. Provide technical oversight and quality assurance to all related initiatives on NbS, including trainings and briefing sessions. Provide technical leadership to ideas, concepts, projects, and portfolio development across the organisation. Provide regular updates to senior management about the progress. Working with SPC's technical divisions, Strategic Planning and Learning, communication and senior leadership teams to develop and implement a communication strategy to enhance SPC's visibility and profiling on NbS, with the aim to facilitate 	<ul style="list-style-type: none"> SPC's NbS Strategy and operational plan is developed, approved and operational in line with SPC Strategic Plan. SPC staff receive efficient technical support and quality control. SPC senior management body receive regular updates. NbS concept is mainstreamed into SPC activities and strategies and well promoted. NbS activities are well coordinated within SPC. SPC's activities around NbS have gained visibility regionally and internationally. MEL frameworks for NbS are developed and available. SPC's portfolio on NbS is expanded and better integrated.

<p>fundraising opportunities and maintaining SPC's leadership role regionally.</p> <ul style="list-style-type: none"> • Develop and implement monitoring, evaluation and learning framework to track progress and impact across all SPC's activities. • Technically support the growth of SPC's portfolio on climate change and biodiversity by contributing to mainstream NbS at operational and strategic level. 	
KRA#2: Facilitate SPC-Donors collaborations on NbS ; Growth of SPC's NbS portfolio development and service provision through pursuing resource mobilisation opportunities (20%)	
<ul style="list-style-type: none"> • Design and lead engagements to mainstreaming and upscaling of NbS in donors work, globally. • Identify and leverage opportunities for joint advocacy on NbS, including through webinars, events at international gatherings and workshops. • Showcase SPC and donors' contribution to the topic of NbS through group trainings and professional courses with an aim to further strengthen partnership with existing or potential donors. • Identify and approach new donors to establish SPC's partnership to secure resources for setting up SPC's NbS services in close coordination with the Integration and Resource Mobilisation team. • Pursue and unlock new funding opportunities for NbS coordination, technical service provision and portfolio expansion with public and private donors and investors. • Provide consistent strategic engagement with existing NbS donors and framework partners on NbS. 	<ul style="list-style-type: none"> • NbS activities are efficiently mainstreamed in donors funded activities. • Strategic engagement with existing NbS donors is strengthened. • New funding opportunities are identified and leveraged. • Opportunities for joint advocacy on NbS are identified and leveraged. • SPC's contribution to NbS is promoted and valued. • NbS regional needs and opportunities are brought to the attention of donors.
KRA#3: Technical Oversight and management of Kiwa initiative and PPIN (30%)	
<ul style="list-style-type: none"> • Lead and support the HR and recruitment processes for dedicated NbS projects, including Kiwa Initiative and PPIN, • Oversee the budget planning of dedicated projects, • Provide leadership, engagement and operational guidance to contribute to the effective delivery of CCES NbS projects (Kiwa Initiative and PPIN), liaising with other implementing partners, SPC project teams recruited under these projects and SPC divisions, as appropriate • Coordinate and finalize reporting requirements of PPIN and Kiwa initiative ensuring both projects reporting and overall CCES results reporting in close collaboration with SPL 	<ul style="list-style-type: none"> • New staff of dedicated projects are recruited as per SPC Staff regulations; PDS are completed in time • Timely and quality submission of project annual work plans, budget and financial statements, and result reports, in accordance with Key Performance Indicators of the project and SPC requirements • High quality leadership, engagement and operational guidance provided to deliver projects within the CCES programme • Reporting requirements are adhered to and reports submitted in a timely and quality fashion. • Effective resolution of operational and technical problems is ensured. No major report and audit issues occur and all audit recommendations are resolved within agreed timeframes
KRA#4: Mainstreaming of NbS as priorities to relevant fora (15%)	
<ul style="list-style-type: none"> • Provide support for the effective contextualisation of the IUCN global standards on NbS. 	<ul style="list-style-type: none"> • NbS global standards are adapted to the Pacific context, operational and promoted.

<ul style="list-style-type: none"> • Contribute to institutional awareness, briefings and regional/national strategies. • Manage communications and relationships with SPC's members and partners for NbS promotion, especially in view of joint opportunities for action. • Further enhance the relevance and develop the regional activities of SPC in NbS, according to emerging global issues and opportunities and according to SPC's organisational values and mandate. • Contribute to UNFCCC and CBD negotiations by promoting benefits of NbS. 	<ul style="list-style-type: none"> • Institutional awareness around NbS is improved and strategic advises are shared with SPC's members. • NbS success stories are shared regionally and internationally. • The concept of NbS is promoted and supported through UNFCCC negotiations.
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The above performance requirements are provided as a guide only. The precise performance measures for this job will need further discussion between the jobholder and supervisor as part of the performance development process.

Most Challenging Duties Typically Undertaken (Complexity):

<ul style="list-style-type: none"> • Build trust while contributing to informed and responsible decision making by carrying out the work of SPC in a transparent manner. • Provide clear guidance to ensure that objectives and desired measurable results are understood by key staffs and partners of SPC. • Maintaining familiarities with the international and regional NbS context. • Developing a sound knowledge of the Pacific development context (including environmental and social issues) and the science of climate change impacts. • Accurate and efficient contextualization of activities. • Mobilize SPC's technical expertise in the development of cross-divisions activities. • International, regional, and national coordination with NbS Initiatives. • Working with a wide range of colleagues, stakeholders, donors, and partners towards effective and coordinated approaches. • Ensuring that external and internal reporting is accurate, comprehensive and of the highest quality.
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Functional Relationships & Relationship Skills:

Key internal and/or external contacts	Nature of the contact most typical
External Key external contacts are: <ul style="list-style-type: none"> • Donors (MFAT, AFD, DFAT, EU...) • SPC's members • National, state, and municipal government agencies • IUCN Oceania regional office • Pacific Regional Environment Programme (SPREP) • WWF Australia • Kiwa Secretariat • Recipient Communities • Consultants 	<ul style="list-style-type: none"> • Consultation and reporting • Direct national, state, and local level liaison • Service provision and support • Provision of documents • Public relations • Collaboration • Awareness, training and capacity building
Internal Key internal contacts are: <ul style="list-style-type: none"> • Director of Climate Change & Sustainability, CCFP manager and staff • Senior Leadership Team • Climate Finance Unit Staff • SPC SPL and MELnet teams • SPC technical divisions, projects teams and experts 	<ul style="list-style-type: none"> • Receiving and providing technical information and guidance related to NbS, GEDSI and capacity building issues • Direct liaison, consultation, and engagement

<ul style="list-style-type: none"> Integration and Resource Mobilisation team SPC procurement division SPC educational Quality & Assessment Programme (EQAP) SPC Social and Environmental Responsibility (SER) experts 	<ul style="list-style-type: none"> Monitoring of adherence to SPC policies and processes Training and capacity building
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Level of Delegation:

Routine Expenditure Budget: Routine Expenditure Budget: N/A

Budget Sign off Authority without requiring approval from direct supervisor: N/A

Personal Specification:

This section is designed to capture the expertise required for the role at the 100% fully effective level. (This does not necessarily reflect what the current position holder has.) This may be a combination of knowledge / experience, qualifications or equivalent level of learning through experience or key skills, attributes or job specific competencies.

Qualifications

Essential:	Desirable:
<ul style="list-style-type: none"> Postgraduate's degree in Natural Resource Management, Ecology, Environment, Conservation, Sustainable Development, or related fields. Monitoring and evaluation and educational degrees will also be considered. 	<ul style="list-style-type: none"> Capacity building certification or qualification.

Knowledge/Experience

Essential:	Desirable:
<ul style="list-style-type: none"> At least 10 years of relevant experience in managing and coordinating projects, primarily in the conservation or sustainable development field, in more than one country. Thorough understanding of project management including project cycles, log-frames, monitoring and evaluation, and risk management. An established leadership and management track record extending over a period of 5 years or longer, including evidence of being able to develop influential, high level regional or international policy networks. Proven experience in working cross-functionally with a wide range of partners. Skilled convenor of actors from different sectors of society. Experience in communicating and collaborating with local, national, and regional stakeholders, donors to achieve collective outcomes. Strong training and facilitation skills. Experience in designing NbS strategies and materials to meet communities, NGOs and government's needs. Excellent English with very strong communication and presentations skills. 	<ul style="list-style-type: none"> Understanding of the sustainable development and climate change issues in the Pacific. Proven experience in project administration and planning to meet tight deadlines. Proven experience in institutional cooperation in the Pacific region. Experience in managing regional initiatives. Strong track record on fundraising with public and private entities. French language will be an added value.

Key Skills/Attributes/Job Specific Competencies

The following levels would typically be expected for the 100% fully effective level:

Expert level	<ul style="list-style-type: none">• High-level analytical skills• Organizational and project management skills• Aptitude for the provision of high-quality service• Motivation and ability to work on multiple tasks with multiple partners• High level of interpersonal skills and cultural sensitivity• Ability to learn fast, especially regarding policies, requirements, and processes• Skills in developing capacity building materials and mentoring
Advanced level	<ul style="list-style-type: none">• Skills in workshop and meeting organization and facilitation• Skills in prioritization, decision-making, problem solving and risk management• Ability to work independently and take initiative• Understanding of climate change adaptation, mitigation, and environmental issues• Demonstrated ability to work in multicultural environments• Ability to work as part of a small team, with a high level of interpersonal skills• Flexible approach and demonstrated ability to meet deadlines
Working knowledge	<ul style="list-style-type: none">• Community participation• Computer literacy and related project management software• Ability to work effectively and diplomatically with different actors, internal and external stakeholders• Good communication skills• Gender and community participation• Social and Environmental Responsibility
Awareness	<ul style="list-style-type: none">• SPC Regulations and Policies

Key Behaviours

*All employees are measured against the following **Key Behaviours** as part of Performance Development:*

- Teamwork
- Interpersonal Skills
- Change and Innovation
- Judgement
- Promoting Equity and Equality

Personal Attributes

- High level of professional integrity and ethics
- Friendly demeanour
- Demonstrated high level commitment to customer service

Change to Job Description:

From time to time, it may be necessary to consider changes in the job description in response to the changing nature of the work environment – including technological requirements or statutory changes. Such change may be initiated as necessary by SPC. This Job Description may also be reviewed as part of the preparation for performance planning for the annual performance cycle.