

TERMS OF REFERENCE

**Transformative Actions for Climate and Ecological Protection and Development
(TRANSCEND)
PN: 22.9008.8-004.00**

**Job Description
Junior Policy Advisor – Transport
(Category 3T)**

Project Description

The project “Transformative Actions for Climate and Ecological Protection and Development” (TRANSCEND) responds to a country call of the International Climate Initiative (IKI) for the Philippines. The project is currently in its preparation phase and looking at implementation from 2024-2029. It will be implemented by a consortium led by the Climate Change Commission and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. The consortium partners include UN organisations, NGOs and academia. Centered around a holistic approach, TRANSCEND targets integrated solutions in climate adaptation, emissions mitigation, and biodiversity conservation across three distinct landscapes within the Philippines. In applying a "whole-of-society" strategy, the project pilots a comprehensive transition to a society that is resilient to climate impacts, lowers carbon emissions, and fosters biodiversity. On a local level, community-based planning and conservation initiatives aim to enhance natural carbon sinks and fortify the resilience of local government units. Decision support systems, adopted across all layers of governance, are intended to refine policy decisions and improve the efficacy of climate financing.

One of the major components of the project focuses on the transport sector. In the Philippines, the transport sector is at a crucial point, ready for major progress in resilient and low-carbon development. The project centers on strengthening and expanding climate mitigation actions within this sector. This strategic approach involves the formulation and implementation of policies, plans, and investment programs that emphasize low-emission vehicles and promote sustainable transport.

Within the broader framework, TRANSCEND also facilitates the International Climate Initiative Interface in the Philippines. This platform serves to coordinate networking events and disseminate regular updates through newsletters, thereby keeping both the German commissioning ministries and the German Embassy in Manila well-informed.

Main Role

The Junior Policy Advisor for Transport for the TRANSCEND Project will support the activities of the transport component of the project, primarily focusing on the promotion and implementation of sustainable initiatives in the realm of active and public transport. This role requires a solid understanding of transport systems, climate change mitigation strategies, and sustainable development practices. The successful candidate will provide support to stakeholders at both national and local levels, assist in the development and execution of

transport-related policies, and contribute to effective communication and advocacy efforts within the project's transport and IKI Interface components.

Major Functions/Duties

In carrying out her/his role, the Junior Policy Advisor for Transport performs the following major functions/duties:

Research, Policy Analysis, and Advisory

- Conduct research and analysis on best practices in transport policy and systems, with a focus on active transport;
- Assist in the development of policy briefs, reports, and other documents related to transport and climate change;
- Employ innovative approaches in the promotion of sustainable transport initiatives in the implementation of project activities; and
- Support the project's transport and interface components, ensuring methodologies employed are culturally sensitive and gender transformative.

Project Management Support

- Contribute to TRANSCEND's transport and IKI Interface components through research, policy development, and implementation support;
- Assist in the preparation, coordination, and documentation of project activities, including meetings, presentations, and stakeholder engagements;
- Draft concept notes and terms of reference for the operationalization of project activities; and
- Monitor and report on project progress and outcomes, providing insights and recommendations for improvement and ensuring that plans and activities are aligned with TRANSCEND's project objectives.

Partnership and Stakeholder Engagement

- Coordinate and collaborate with project partners and stakeholders from the public and private sectors, civil society organizations, and the academe, among others, to foster collaborative outcomes across all TRANSCEND project outputs;
- Assist in the design and delivery of training programs focusing on gender inclusivity to empower women in the transport sector; and
- Interface with local governments and communities for the effective rollout of project initiatives in all three landscapes where applicable.

Additional Responsibilities

- Ensure that TRANSCEND activities in the transport and interface components are following IKI and TRANSCEND guidelines and prepare periodic reports summarizing project progress and milestones; and
- Contribute to organizational priorities beyond the project's scope and engage in special initiatives as required.

Competency Requirements

Philippine Sector Knowledge

- Knowledge in the field of transport and climate policy in the Philippines
- Familiarity with the governance structures in the Philippine transport sector
- Understanding of Philippine legislative process at the national and local levels

Strategic Thinking and Vision

- Ability to anticipate the long-term impact and effectiveness of decisions and actions
- Forward-thinking and proactive in strategy planning

Familiarity with International Frameworks and Documents

- Transport policies in the Philippines, specifically transport policies related to Nationally Determined Contributions (NDCs)
- Paris Agreement
- Sustainable Development Goals (SDGs)
- United Nations Framework Convention on Climate Change (UNFCCC)
- Intergovernmental Panel on Climate Change (IPCC) Reports - Guidelines for reducing carbon emissions within the transport sector
- International Transport Forum (ITF) Decarbonising Transport Initiative
- The Paris Process on Mobility and Climate (PPMC)
- Clean Air Asia's Guidance Framework for Better Air Quality in Asian Cities
- The Avoid-Shift-Improve (ASI) Framework
- The MobiliseYourCity Partnership - A global and inclusive partnership for urban mobility planning, which could be relevant in a city planning and policy context.
- National Association of City Transportation Officials (NACTO) Design Guides
- CROW Design Manual for Bicycle Traffic

Additional Requirements

- Willingness to undertake regular business travel to key regions within the Philippines, including Visayas, Luzon, and Mindanao, to support local teams and engage with stakeholders.

Professional Qualifications

Formal Education

- A Bachelor's degree in engineering, management, social, or natural science or equivalent in any relevant field

Professional Experience

- At least 1 year of professional working experience in the field of urban mobility (active transport, public transport, and/or electric mobility) and stakeholder management and coordination in the Philippines
- Experience in event organization and project management support

- Experience working with government agencies, international development agencies, and civil society organizations in the transport sector
- Experience in supporting the implementation of policy-focused projects for governmental and non-governmental stakeholders in the Philippines is a plus.

Further Knowledge

- Knowledge of international climate frameworks such as the UNFCCC and the Paris Agreement, among others
- Excellent command of MS Office and Teams
- A good working knowledge of modern IT and telecommunication systems, teleconferencing, team management, and productivity software is essential.

Other Qualifications

- Good communication skills, ability to work in a multicultural team, social competence
- High self-organization, diligence, attention to detail, cultural and political sensitivity, and efficient in organizing processes and utilizing resources
- Ability to work in an intercultural environment
- Results-oriented in performing tasks and having attention to details, from demand-based planning through implementation, innovation & learning, and knowledge management
- Professional fluency in English and Tagalog is required.

Reporting Relationship/Duty Station

The Junior Policy Advisor for Transport will report to the Chief Advisor of the IKI Interface and Transport component and will be stationed in Makati City. Domestic and international travel may be required to engage with local governments across landscapes, global energy policy forums, and stakeholder meetings.

Period of the Assignment

Earliest possible date up to 31st October 2026, with a possibility for an extension

GIZ is an equal opportunity employer and is committed to diversity and inclusion in the workplace. The company has zero tolerance against all forms of discrimination. Persons with disability and people from diverse backgrounds are encouraged to apply.