

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

**Job Description  
Junior Advisor  
(Band 3T)**

**Project Description**

The International Climate Initiative (IKI) is an important part of the German government's international climate finance commitment. Since 2022, the IKI is implemented by the Federal Ministry for Economic Affairs and Climate Action (BMWK) in close cooperation with the Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (BMUV) and the Federal Foreign Office (AA). The Philippines is one of the priority countries with which the International Climate Initiative maintains a close cooperation.

The project "Transformative Actions for Climate and Ecological Protection and Development" (TRANSCEND) responds to an IKI country call for the Philippines. The project is looking at implementation from 2024-2029. It will be implemented by a consortium led by the Climate Change Commission, the Department of Environment and Natural Resources 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.

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 Advisor within the TRANSCEND Project will support the project implementation with his/her technical expertise to contribute towards the achievement of project targets. This role involves supporting the project on climate and biodiversity policy issues, while directly supporting the general project manager in managing and coordinating the project.

**Major Functions/Duties**

The Junior Advisor performs the following major functions/duties:

Partnership and Stakeholder Engagement:

- Support the Program Manager in initiating and sustaining dialogues with governmental and non-governmental entities as well as the private sector to foster collaborative outcomes across all TRANSCEND project outputs
- Assist the Program Manager in coordinating with the project partners through conceptualization, preparation, implementation and documentation of Project Management Unit meetings and workshops, the annual Project Steering Committee meeting, Technical Working Group workshops, and high-level political events of partners and GIZ at national and subnational level

#### Technical Advisory:

- Support the Program Manager and the TRANSCEND team in providing evidence-based climate and biodiversity policy advisory services while ensuring alignment with international conventions such as UNFCCC and the Global Biodiversity Framework.
- Prepare analyses, presentations and short briefers of relevant policy documents and ongoing discussions to climate and biodiversity policies
- Support the political partners, Project Management Unit, and the team on the national and subnational roll-out of climate and biodiversity policies incl. supporting activities at LGU level
- Support the project's governance and interface components if required

#### Additional Responsibilities:

- Contribute to organizational priorities beyond the project's scope and engage in special initiatives as required such as internal knowledge exchange forums, working groups or task teams.
- Assist in conceptualizing and implementing the communications, monitoring, evaluation, and learning (MEL) concept, digital monitoring systems, and project database, Assist in project reporting and preparation and documentation of internal and external meetings and Workshops
- Assist other team members if required for ad hoc tasks

### **Technical Qualifications**

#### Expertise in Philippine and international Climate and Biodiversity Policy:

- Demonstrable understanding of climate policy, adaptation strategies, and biodiversity conservation efforts

#### Experience in supporting the implementation of Projects:

- Proven track record in supporting the implementation of policy-focused projects for governmental and non-governmental stakeholders in the Philippines.

#### Excellent Interpersonal Skills:

- Skilled at cross-cultural and hierarchical communication, with an ability to create and maintain strong relationships across different levels of an organization.

#### Clear and Effective Communication:

- Exceptional ability to write coherent reports, presentations, knowledge products with minimal supervision and to adapt communication style for varied audiences.

#### Knowledge of Legislation and Governance:

- Ability to navigate and comprehend local legislative and governmental plans and procedures.

#### Facilitation Skills:

- Proven ability in facilitating meetings, workshops, or public consultations, ensuring active participation and consensus-building.
- Ability to work with various stakeholders from the barangay to the national level

#### Language Proficiency:

- Must be fluent in both English and Filipino for effective communication at all levels. Basic knowledge in German or the curiosity to study German is a plus.

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**Professional Qualifications**

- A University degree in Environmental Studies, Climate Change Management, Public Policy, Development Studies, International Studies, or similar. Fresh graduates are encouraged to apply.
- Passion for and knowledge on climate and/or biodiversity policies in the Philippine context.
- Knowledge on international climate and/or biodiversity frameworks like the Paris Agreement and the Kunming-Montreal Framework, and proven ability in conducting policy assessments.
- Experience in and passion for stakeholder management, and partnership building.
- Outstanding communication skills in written and verbal communication, complemented by outstanding analytical skills and high interest in strategic development, long-term planning, and the facilitation and organization of national and international events.
- Results-oriented in performing tasks and having attention to details, from demand-based planning through implementation, innovation & learning, and knowledge management.
- Experience with procedures of German or other commissioning parties, is an advantage.

**Reporting Relationship/Duty Station**

The Junior Advisor reports directly to the project manager. Duty station is Makati/Manila with the possibility to work at political partners office (if requested). The Junior Advisor needs to be ready to travel to the project sites in the Philippines (Luzon, Visayas, and Mindanao) and internationally, as required.

**Period of the Assignment**

January 1, 2025 or soonest possible until 31<sup>st</sup> January 2027, with a possibility for an extension.