Collaborating with UN Environment

Job Description

<table>
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<tr>
<th>Job Title:</th>
<th>Programme Officer (Ecosystem Accounting and Natural Capital)</th>
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<td>Job Reference No:</td>
<td>AD1199</td>
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<td>Programme:</td>
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<td>Line Manager:</td>
<td>Senior Programme Officer</td>
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Main Purpose of the Job

The overall purpose of this job is to work with and support our partners to collate and interpret information on the condition of the natural environment to advance and influence policy development around the role of nature in economic development and human wellbeing.

Working within the Ecosystem Assessment and Policy Support Programme, the job will focus particularly on delivery and development of projects relating to ecosystem accounting and natural capital led by our expert environmental economists. UNEP-WCMC has been a thought leader in ecosystem accounting in particular and has longstanding expertise and competencies in this area, where growth is both anticipated and underway.

Key Areas of Responsibility

The post holder will:
- Provide strong technical expertise and inputs into a range of projects across the Centre particularly (though not exclusively) relating to ecosystem and natural capital accounting and related areas such as biodiversity indicators
- Undertake analyses of data to support creation of ecosystem accounts
- Be responsible for drafting and delivery of scientific reports and policy-relevant analyses relating to project and programme objectives and for ensuring that outputs are consistently delivered to UNEP-WCMC’s high standards;
- Represent UNEP-WCMC effectively at external meetings and workshops both online and in due course in-person, to a high level of professionalism.
- Make substantial contributions as a team member to ecosystem accounting and natural capital related projects that contribute to implementation of the programme and the Centre’s objectives
- Fulfil the role of project leader for specified agreed projects, and create cross disciplinary and cross programmatic teams as required
- Ensure the delivery of projects (or project components) to time and budget, and ensure efficient project management administration and reporting procedures are in place, working closely with the programme administrators
• Build and maintain successful working relationships with a variety of stakeholders and work closely with UNEP-WCMC’s existing partners engaged in natural capital accounting
• Liaise with key project partners and donors to maintain partnerships and build new partnerships to drive forward our work.
• Develop fundraising proposals for new projects that support programme and thematic priority objectives, ensuring that fundraising opportunities are then secured effectively.
• Line manage junior staff and interns as required

Other Duties

The post holder will also be expected to extend his/her own knowledge of scientific and policy issues relevant to the work of the Programme on an on-going basis and to contribute to UNEP-WCMC planning and strategy development. Other duties may be assigned from time to time commensurate with the post holder’s qualifications and experience.

This post is likely to require some overseas travel, when travel restrictions are eventually lifted, to represent UNEP-WCMC and present our outputs to external stakeholders.