Collaborating with UN Environment

**Job Description**

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Programme Officer</th>
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<tbody>
<tr>
<td>Job Reference No:</td>
<td>AD1267</td>
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<tr>
<td>Programme:</td>
<td>Nature Based Solutions</td>
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<td>Grade:</td>
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<td>Line Manager:</td>
<td>Senior Programme Officer</td>
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**Main Purpose of the Job**

The person appointed will play a key role in the Nature-based Solutions Team, which currently comprises 18 staff. The Team aims to provide authoritative information to support decision-making on and uptake of Nature-based Solutions (NbS), particularly for adaptation to climate change, climate change mitigation and human health and well-being. It focuses especially on the intersection of climate change and biodiversity conservation policies. Its work also covers the impacts of climate change and related policy on biodiversity and ecosystem services. The main purpose of the job is to implement and contribute to developing projects addressing some or all of these issues and to lead one or more small projects.

**Key Areas of Responsibility**

- Make substantial contributions to the implementation of projects and other initiatives that support effective decision making on biodiversity and climate change policy, with particular emphasis on adaptation to climate change through NbS (Ecosystem-based Adaptation – EbA). This may include:
  - Developing and implementing effective work plans to achieve project objectives
  - Drawing on expert input, evaluating evidence and analysing or synthesising data (may include use of Geographic Information Systems), developing tools and approaches to support NbS practitioners and decision makers, identifying/assessing policy options, and producing accurate and clearly written publications, reports, web materials and other outputs.
  - Working internationally to collaborate with government staff, other stakeholders and partners on joint initiatives and contribute to capacity building, convening workshops and/or training sessions
• As appropriate, contribute to similar work on ecosystem-based mitigation (including REDD+) and NbS for health and well-being, and/or facilitate transfer of lessons and linkages between existing work areas.
• Contribute to the development of new NbS projects as above
• Manage junior staff and interns, and work alongside other colleagues, including experts on REDD+ and adaptation, policy specialists, economists and GIS technicians
• Contribute to the smooth running of the programme by taking part in strategic planning and taking on a limited number of non-project tasks, as needed
• Represent UNEP-WCMC to external audiences and partners, including at relevant international Convention meetings, conferences and workshops

**Other Duties**

Extend own knowledge of scientific and policy issues relevant to the work of the Programme.

Participate in WCMC planning and management processes

Undertake any other duties as may be required from time to time commensurate with the level of the post.