

Terms of reference

Job title: International Advisor for the Sustainable Development Cluster, UNDP Moldova

Duty Station for International Consultant: based in Chisinau

Contract type: Individual Contract (IC)

Expected workload: 110 days

Starting date: September 1, 2015 – April 1, 2016 (with one month of break period during 15 December 2015 – 15 January 2016)

Background

The Sustainable Development Cluster resulted from a merge of the Environment and Energy Cluster and the Local/Regional Development portfolio in 2014. Aiming at further consolidation and alignment with the Strategic Plan during 2015, the new cluster firmly embraces two of the three 'big' ideas about development: transforming economies towards more sustainable and inclusive model and increasing resilience of economic sectors, communities and individuals. The cluster has an increasingly greater urban focus, demonstrating integrated innovative solutions at the level of cities and towns.

Recognizing that local and regional development is a multidimensional process, UNDP provides for integrated policy and local-level interventions, meaningfully engaging with central and local public authorities. At the policy level, the Government is supported to advance the decentralization agenda and strengthened local self-governance, focusing on key sectors, as well as cross-cutting areas like fiscal decentralization and administrative-territorial set up of the country. Local governments' capacities are strengthened to efficiently operate, engage with stakeholders, and provide quality and equitable local public services.

Across the programme, the cluster promotes local and regional economic opportunities, addressing interlinked economic, environmental and social challenges. An EU-funded intervention on promoting the use of locally produced biomass and technologies is combining the social and environmental benefits through increased heat comfort in public buildings and reduced emissions. Private sector engagement towards a greener inclusive development path and access to finance are pursued throughout, demonstrating innovative mechanisms. Increased inflow of climate finance to support the implementation of low emission and climate resilient development policies is expected, as a result of capacity development for programme and project development, improving the readiness of national institutions for direct access and putting robust MRV systems in place.

In the context of Moldova's high vulnerability to climate change, natural hazards and extreme weather events, Climate Change Adaptation and Disaster Risk Management remain a priority area. In view of increasing resilience of economic sectors, communities and the population, UNDP focusses on the operationalization of national strategies by developing capacities for climate resilient planning and budgeting at the central, sectorial and local level, and mainstreaming climate change into sector policies.

In view of improved environmental and natural resource management in line with international standards and commitments assumed as part of the EU Association Agenda, the limited institutional capacities of central environment authorities remain a critical bottleneck. UNDP's assistance is currently mainly focused on two priority sectors, biodiversity conservation and chemicals management, incl. ozone depleting

substances, supporting the development of policies, legislation and operational capacities in these areas. In view of the chronic underfinancing of the sector, strengthening financial planning capacities including economic, financial and fiscal instruments and reform of the National Ecological Fund are current priorities.

Scope of Assignment

The main **objective** of this assignment is to provide advisory and managerial support to the UNDP Sustainable Development Cluster Lead in efficiently managing the Energy and Environment Portfolio within the Sustainable Development Cluster. In particular, the Advisor is expected to: (i) support in managing the Environment and Energy portfolio and ensure synergies and complementarities with local/regional development portfolio, as well as with the Effective Governance cluster; (ii) participate in establishing strategic partnerships and mobilize resources for environment and energy related initiatives; (iii) provide technical inputs and relevant policy advice on environment and energy matters; (iv) contribute to the upstream policy dialogue with the Government on promoting green growth through environmentally friendly production and consumption practices, promotion of energy efficiency and clean technologies, implementation of climate mitigation and adaptation measures, etc.

In order to achieve the stated objective, the Consultant will have the following **responsibilities** and will bring the following **results**:

1. *Provides substantive support in the pipeline development in the specific areas of environment management, climate change, energy efficiency and green sustainable development*
 - a) At least 2 project proposals in the areas of environmental management, climate change, disaster risk management and energy efficiency designed
 - b) GEF 6: support provided to the team of experts in the project proposal preparation
 - c) Green Climate Fund: support provided to UNDP CO and the National Designated Authority in accessing Green Climate financing: working closely with Ministry of Environment in setting-up & building the capacity of the NDA, support in the readiness program & projects proposals preparations provided
2. *Supports transposition of 'Green economy principles' into practical initiatives:*
 - a) Concept of green economy/green sustainable development (principles and factors to achieve green development) designed, consulted with UNDP CO colleagues
 - b) Support provided in mainstreaming the developed green economy/green sustainable development concept into on-going projects and/or new initiatives
3. *Participates in the effective management of the Energy and Environment Portfolio focusing on projects' quality assurance, timely and efficient implementation, monitoring and reporting and provides expert advisory support to UNDP Sr Management, Cluster lead and national counterparts*
 - a) Quality assurance and backstopping for projects in the Energy and Environment thematic area, including those which are fully nationally implemented applying cash transfers under HACT (planning, budgeting, implementing and monitoring of the projects)
 - b) Aggregate reports are regularly prepared on projects' activities. Preparation of inputs for corporate reports and donor reports.
 - c) Advisory and hands-on support in constant monitoring and analysis of portfolio, proposals for readjustments made
 - d) Analysis of the country situation on energy and environment, which serves as a basis for advising the Cluster Lead and Sr Management on the trends and UNDP actions. Briefs on Energy and Environment area prepared

Arrangements

- The International Consultant will report directly to the Sustainable Development Cluster Lead. The International Consultant with support of the Cluster Lead and cluster team, Ministry of Environment and

State Chancellery will obtain the appropriate national policy documents and access the appropriate stakeholders for consultation on the project implementation.

- The International Consultant will anchor the recommendations in evidence and information extracted from existing national policy documents, lessons learnt from good international practices.
- The consultant will work for 110 days during the period September 1, 2015 – April 1, 2016; with one month of break period during 15 December 2015 – 15 January 2016.

No.	Deliverables/milestones	Indicative timeframe
1.	a) At least 2 project proposals in the areas of environmental management, climate change, disaster risk management and energy efficiency designed b) GEF 6: support provided to the team of experts in the project proposal preparation c) Green Climate Fund: support provided to UNDP CO and the National Designated Authority in accessing Green Climate financing: working closely with Ministry of Environment in setting-up & building the capacity of the NDA, support in the readiness program & projects proposals preparations provided	September - December 2015
2.	a) Concept of green economy/green sustainable development (principles and factors to achieve green development) designed, consulted with UNDP CO colleagues b) Support provided in mainstreaming the developed green economy/green sustainable development concept into on-going projects and/or new initiatives	September 2015 – February 2016
3.	a) Quality assurance and backstopping for projects in the Energy and Environment thematic area, including those which are fully nationally implemented applying cash transfers under HACT (planning, budgeting, implementing and monitoring of the projects) b) Aggregate reports are regularly prepared on projects' activities. Preparation of inputs for corporate reports and donor reports. c) Advisory and hands-on support in constant monitoring and analysis of portfolio, proposals for readjustments made d) Analysis of the country situation on energy and environment, which serves as a basis for advising the Cluster Lead and Sr Management on the trends and UNDP actions. Briefs on Energy and Environment area prepared	October 2015 – March 2016

Financial Arrangements

Payments will be disbursed in several installments, upon submission and approval of deliverables, and certification by Sustainable Development Cluster Lead that the services have been satisfactorily performed.

Competencies:

Technical work

- Thorough understanding of environmental and energy efficiency areas
- Demonstrated knowledge and expertise in governance and operational management of energy and environment initiatives
- In depth knowledge and experience on project cycle management
- Experience in drafting strategic documents

Partnerships

- Maturity and confidence in dealing with senior and high-ranking members of international, regional and national institutions
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Good oral communication skills and conflict resolution competency to manage inter-group dynamics and mediate conflicting interests of varied actors
- Excellent written communication skills, with analytic capacity and ability to synthesize project outputs and relevant findings for the preparation of analytical documents

Results

- Promotes the vision, mission, and strategic goals of UNDP
- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback

Qualifications:

Education

- Advanced university degree in energy efficiency and/or environmental management, disaster risk management, or a closely related field

Experience

- 10 years relevant work experience in energy efficiency and environment management, or related fields
- At least 2 years of experience in providing policy advice to the government officials in the area of energy efficiency and environment management
- Demonstrated solid knowledge of environmental financing and project cycle management
- Good knowledge of Rio Conventions requirements
- Experience in the policy development process associated with environment, climate change and sustainable development would be an asset
- Experience of work in Central and Eastern European countries would be an asset

Language

- Excellent English writing skills are essential. Knowledge of Romanian and/or Russian would be an asset