

NDC Partnership In-Country Facilitators for Republic of Georgia

Terms of Reference

BACKGROUND

Recognizing the importance of having an organization with deep local knowledge to serve as NDC Partnership's national-level interface and facilitate coordination of the NDC Implementation in country. Georgia joined the NDC Partnership in March 2017 and has received technical support from the Government of Germany, through Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and with funding from the International Climate Initiative (IKI), to develop our 2021-2023 Action Plan of Georgia's 2030 Climate Strategy. Additionally, through the Climate Action Enhancement Package (CAEP), Georgia received technical support from GIZ to develop mitigation scenarios and capacity building on the TIMES tool.

On 5 of May 2021 Georgia submitted its updated NDC to the UNFCCC along with the 2021-2023 Action Plan of Georgia's 2030 Climate Strategy (CSAP). Georgia intends to adopt both documents together in order to effectively implement and achieve the targets set out in the updated NDC document.

As part of Georgia's effort to implement their NDC's the government has requested for an In-Country facilitator to support the Ministry of Environment Protection and Agriculture (MEPA) for the duration of 3 years. in (i) identifying further needs for Technical Assistance for priority based on CSAP, (ii) coordinating, tracking, and monitoring the support provided by development partners on the above points; and populating and regularly updating Georgia's monitoring/reporting tool for climate finance. (iii) support project development and preparation for potential funding by donors (iv) other support needed by MEPA to coordinate development partners.

Facilitation Model

The facilitator will be embedded in a government body (e.g., Ministry), which operates with facilitation support embedded in the relevant ministry from the NDC Partnership.

Roles and Responsibilities

The in Country - Facilitator serves as the NDC Partnership's interface in country and operates as a liaison between the country and other NDC Partnership members. The Facilitator's role is purely one of coordination and supportive facilitation. Working on behalf of the partner government, the Facilitator plays a key role in ensuring the smooth implementation of the Country Engagement Process, by supporting ongoing coordination efforts between the Support Unit, the various partners in the NDC Partnership, and MEPA.

This involves working with the government of Georgia to refine its objectives for support over time coordinating the implementation of the NDC action plan; and serving as an anchor to assist the NDC Partnership in communicating and coordinating services at country level. The In-Country Facilitator will also liaise with the NDC Partnership Support Unit for vertical information-sharing, including both contributing to and accessing knowledge products. The following responsibilities are part of the in-Country Facilitator role in Georgia

Facilitation of Action Plan of Georgia's 2030 Climate Strategy (CSAP)

- Support Georgia and the NDC Partnership Support Unit in initiating NDC Partnership in-country engagement;
- Coordinate, track, and monitor the support provided by development partners on the CSAP, and populating and regularly updating Georgia's monitoring/reporting tool for climate finance;
- Recommend a process for selecting the most appropriate implementing and development partner/s for each action/priority, and identify roles and responsibilities of each stakeholder;
- Collaborate with the Support Unit to document changes in the operating context and provide support to the government and stakeholders in decision-making processes.

Mobilization of resources for implementation

- Support the country in following up on and mobilizing partner support for its needs and priorities (and update those along the way as needed following the government's guidance) along with a preferred process for coordination of country engagement under the NDC Partnership, as proposed and agreed upon by the Government of Georgia;
- Engage with partners in country to link needs to services and resources in accordance with the CSAP, including by providing the government's inputs on alignment of partners' country strategies with priorities and gaps identified in the CSAP;
- Identifying further needs for Technical Assistance for priority based on CSAP;
- Support project development and preparation for potential funding by donors;
- Assist the government in preparing concept notes to access NDC financing for unfunded priorities in the CSAP.

Coordination and communication with key stakeholders

- Ensure that communications relevant to NDC Partnership engagement are shared with relevant national and international level stakeholders;
- Facilitate periodic coordination and information exchange among partners in Georgia, with the aim of leveraging and mobilizing their respective advantages in support of the implementation of CSAP;

- Tracking of CSAP;
- Monitor and assess implementation of CSAP, including monitoring and reporting on gender equality, and coordinate periodic reporting of partners to the NDC Partnership;
- Assess progress outcomes of the NDC Partnership in-country engagement and make recommendations for adjustments;
- Collaborate with the Support Unit to document changes in the operating context and provide support to MEPA and stakeholders in decision-making processes.

Organize NDC-related meetings as needed

- If requested, facilitate national country specific multi-stakeholder NDC dialogues, which may serve one or more of the following objectives:
 - Intersectoral multi-stakeholder dialogues to promote "whole of government approach" in implementing NDCs and their integration in development policies;
 - Support government in conducting meetings among development partners and other key stakeholders, in order to maximize synergies, avoid duplication and mobilize support for identified needs and gaps for successful NDC implementation;
 - Multi-stakeholder dialogues with the private sector and/or civil society organizations;
 - Multi-stakeholder dialogues within specific sectors or on a certain topic (i.e., Measurement, Reporting and Verification [MRV], gender equality, etc.);
- Other support needed by MEPA to coordinate development partners.

Identifying lessons learned and results

- Assist in tracking the progress of in-country engagement and provide periodic progress updates to the NDC Partnership Steering Committee, through the Support Unit;
- Liaise with the Support Unit to access and/or feed into global knowledge products;
- Assist the Support Unit in the identification and dissemination of information on best practices and lessons learned from in-country engagement.

Capacity building

- Conduct ongoing capacity development (i.e., technical assistance and formal/informal on-the-job training) of the government in preparation for fully taking on the facilitation role in the future.

Deliverables

| Deliverables | Timeframe |
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| Monthly Reports | End of each month, except in the months at the end of each quarter |
| Quarterly Country Engagement Update reports (progress on the development of the Implementation of the CSAP) using the report template developed by the NDC Partnership Support Unit | End of Each Quarter |
| Identification of further needs for TA's for priority direction based on CSAP (can be included in monthly report) | Every month from contract start date, ongoing |
| Partner Coordination/ regular meetings | End of Q4 2021 and ongoing |
| Inter – Ministerial coordinating/ meetings | End of Q4 2021 and ongoing |
| Populating and Regular updating Georgia's monitoring/reporting tool for climate finance | End of Q4 2021 and ongoing |
| Support to the preparation of requests for support and development of concept notes/proposals for international support for key NDC actions in the Plan | As required by the government |
| Updates on partner resource mobilization and alignment and internal government NDC capacity building progress | Part of monthly and quarterly reports |
| Summary of agreements reached with key national, regional, and international stakeholders, whenever relevant | Part of monthly and quarterly reports |
| Conduct ongoing capacity development (i.e., technical assistance and formal/informal on-the-job training) | As required by the government and ongoing |

Reporting

The Facilitator will implement all tasks under the direct supervision of the NDC Partnership Focal Point in the Ministry of Environment Protections and Agriculture. The Facilitator will also work in close coordination with the NDC Partnership Support Unit.

Timeframe and Duty Station

This is a full- time position based in Tbilisi, Georgia for 1 year, with possible extension. The targeted start date is January 2022.

Requirements

- Advanced degree in Public Policy (climate/environment), climate finance, public finance, economics, sustainable development, or a similar field;
- At least 7 years of experience in climate/environment and sustainable development in Georgia or The Caucasus region;
- Demonstrable experience working in climate change tasks in Georgia or The Caucasus region including, but not limited to, mitigation and adaptation action, government policy and legal frameworks, MRV, M&E systems, and results-based management;
- Demonstrated skills in managing and aligning diverse groups of stakeholders, including development agencies, non-state actors / civil society, financial institutions, the private sector, and others;
- Excellent writing, editing, digital, and oral communication skills (English and Georgian);
- Proficiency in English;
- Proficiency in Georgian is an asset.

Compensation

Compensation will be based on the candidate's experience and skills and will be competitive with similar national consultancies.

Application

To apply, please submit CV and letter to Ms. Ploypailin Sundarajumpaka (Ploypailin.Sundarajumpaka@ndcpartnership.org) at the Support Unit by **3 December 2021**, with the subject 'Georgia NDC Partnership Facilitator Application'