

NDC Partnership In-Country Facilitator for the Dominican Republic

Terms of Reference

BACKGROUND

Context

In September 2021, the National Council for Climate Change and Clean Development Mechanism (CNCCMDL, in Spanish) submitted a request for support which focuses on developing the country's capacities to mobilize resources and track the implementation of its updated NDC (NDC-RD 2020) and 2021 – 2025 NDC Action Plan. The latter is currently being prepared under the leadership of the CNCCMDL, the Ministry of the Economy, Planning and Development (MEPyD) and other key institutions, such as the Ministry of Environment and Natural Resources and with support from NDC Partnership members. Coordination with international partners and key national stakeholders will be central to materializing the Dominican Republic's climate plans and translating them into actionable projects and programs.

The NDC Partnership Support Unit is searching for an individual consultant to facilitate coordination and support resource mobilization across development partners, local institutions, civil society, and the private sector around the Dominican Republic's updated NDC and NDC Action Plan.

Facilitation Model

The facilitator will provide direct advisory to the National Council on Climate Change and the Clean Development Mechanism and work in close coordination with MEPyD and other key institutions.

ROLES AND RESPONSIBILITIES

In each country, 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 member countries. Contrary to the function of IPs, which implement directly, the In-Country Facilitator's role is purely one of coordination and supportive facilitation. Working on behalf of the partner government, the In-Country 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 the member country government.

This involves working with the member country to refine its objectives for support over time (including articulation of the Partnership Plan); coordinating the Partnership Plan at the country level; and serving as an anchor to assist the NDC Partnership in communicating and coordinating services at the 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 In-Country Facilitator will work under the joint supervision of the NDC Partnership’s government Focal Point in the CNCCMDL and the NDC Partnership Support Unit, to carry out the following tasks:

Activities and Deliverables

Working on behalf of the CNCCMDL, the facilitator will play a central role in ensuring the engagement and coordination of key state and non-state actors for the finalization, adoption, implementation and tracking of the Dominican Republic’s 2021 – 2025 NDC Action Plan.

Planning and execution of this contract shall consider alternative scenarios and potential obstacles for meetings and traveling stemming from the measures to contain the COVID-19 pandemic or any other extraordinary events.

Activities	Deliverables
<p>Activity 1. Facilitate country engagement in the Dominican Republic, including:</p> <ul style="list-style-type: none"> i) Contribute to the identification of events, meetings, and other relevant opportunities for the NDC Partnership Support Unit in country engagement. ii) Participate in meetings with the NDC Partnership Country Engagement Team of the Support Unit. iii) Prepare quarterly country engagement updates (following a standardized template) by providing updates on in-country events, initiatives, challenges, or lessons learned related to NDC enhancement/implementation. 	<p>Quarterly country engagement reports following the template provided by the NDC Partnership Support Unit</p>
<p>Activity 2. Identify financial opportunities for the Dominican Republic’s NDC Action Plan 2021 - 2025, including:</p> <ul style="list-style-type: none"> i) Conducting periodic dialogues / exchanges with partners and key stakeholders (private sector, financial institutions as appropriate) to make support needs visible and identifying financing opportunities and eligible support needs. ii) Assisting and connecting recipient institutions with finance providers. iii) On demand, support the preparation of requests for support from sectors to the NDC Partnership, and outreach to other relevant funding sources. 	<p>Facilitation reports, focused on partner interaction and NDC Action Plan progress.</p> <p>At least four roundtables with NDC Partnership members and non-members aimed at mobilizing support to the NDC Action Plan 2021 – 2025 conducted.</p>

Activities	Deliverables
<p>Activity 3. Monitor the implementation of the NDC Action Plan 2021 – 2025 and assist coordination around it, including:</p> <ul style="list-style-type: none"> i) Support the transfer of the final version of the plan to the online version. ii) Coordinate the adaptation and mitigation specialists in charge of assisting CNCCMDL and sectors in implementing the NDC Action Plan. 	<p>Online version of NDC Action Plan available and periodically updated.</p>
<p>Activity 4. Prepare outreach materials related to NDC and NDC Action Plan implementation, such as:</p> <ul style="list-style-type: none"> i) Support public awareness efforts with public and non-state stakeholders. ii) Co-develop blogs / stories with the NDC Partnership Support Unit team. iii) Organize relevant workshops engaging all relevant stakeholders in-country, as needed. 	<p>Communication and awareness materials compiled and submitted on a quarterly basis.</p>

Timeframe and Duty Station

This is a full- time position based in Santo Domingo, Dominican Republic.

Expected date for entry on duty: 1 February 2022

Expected end date: 31 December 2022, with possibility of extension.

REQUIREMENTS

Experience

- An advanced degree (Masters or higher) in climate change, international policy, environmental management or similar.
- At least 10 years of experience on climate change policy and environmental management.
- At least 4 years of experience in project coordination / project management is required.
- Experience working with public sector institutions in the Dominican Republic is required.
- Experience on developing, tracking Nationally Determined Contributions (NDCs) and / or NDC implementation plans is required.
- Experience on development cooperation and working with international organizations is required.

Skills

- Ability to facilitate, mediate, and foster dialogue across stakeholders.
- Ability to read, write, and speak in both Spanish and English fluently.
- Strong communication skills.
- Detail-oriented and highly organized.
- Strong computer skills and experience with Microsoft suite, database management, and cloud- and web-based communications.
- Ability to manage multiple priorities and work under pressure with tight deadlines.
- Flexible and capable of working with minimal direction and supervision.

HOW TO APPLY

Candidates must:

- Submit their curriculum vitae (CV), in English or Spanish.
- Submit a cover letter.
- Clearly indicate the daily rate for their services in US dollars, either as a separate attachment or in the cover email's text.

Qualified candidates are invited to send their application by **14 January 2022 by 17:00 CET** to Estefania.Ardila@ndcpartnership.org copying ndcpaf@ndcpartnership.org at the NDC Partnership Support Unit.

Please use the following format for the email subject line: '**Dominican Republic_NDC Partnership In-country Facilitator Application**'.