NDC Partnership In-Country Facilitator for El Salvador
Terms of Reference

BACKGROUND

Context

El Salvador submitted its updated NDC to the United Nations Framework Convention on Climate Change in January 2022, with climate change mitigation and adaptation measures in 8 sectors: Energy and Transportation; AFOLU and Agriculture; Biodiversity and Ecosystems; Water Resources; Sanitation and Solid Waste; Infrastructure; Cities and Health, for which sectoral implementation plans have been developed with strategic measures and actions to achieve compliance with the committed goals. The total estimated cost of meeting the NDC is US$1050.9 million, of which US$936.9 million (89.1%) requires financing.

The NDC Partnership Support Unit is searching for an individual consultant to support resource mobilization efforts for the implementation of the NDC sectoral plans to meet the goals set by the country. The facilitator plays a central role in ensuring the engagement and coordination of key government entities and local and international partners for the implementation and monitoring of El Salvador's NDC Sector Implementation Plans, as well as other relevant initiatives related to the climate change agenda, as directed by the focal points.

Facilitation Model

The In-Country Facilitator will be embedded in the Ministry of Environment and Natural Resources (MARN) of El Salvador. As the leading entity of the national climate agenda, MARN coordinates activities related to the fulfillment of climate commitments, including the Nationally Determined Contributions (NDC).
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 are implemented 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 country level; 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 In-Country Facilitator will work under the direct supervision of the NDC Partnership’s government Focal Point, the Ministry of Environment and Natural Resources, and will also work in close coordination with the NDC Partnership Support Unit to carry out the following tasks:

1. Facilitate cooperation between the NDC Partnership and El Salvador:
   1.1. Collaborate with the NDC Partnership Support Unit and the Focal Points to manage and update the Online Partnership Plan Tool (OPPT) and elaboration of the Partnership Plan Narrative.
   1.2. Contribute to the identification of events and meetings to support the improvement and implementation of El Salvador's NDCs.
   1.3. Participate in meetings with the NDC Partnership Support Unit’s Country Engagement team.
   1.4. Prepare quarterly country NDC update reports, with information on progress towards achieving the results of the NDC Sector Implementation Plans, and progress towards financing the results, or according to the NDC MRV monitoring scheme of the Ministry of the Environment which may be agreed with the NDC Partnership.

2. Identify resource mobilization opportunities for the Sector Plans for the implementation of El Salvador’s NDCs:
   2.1. Conduct periodic dialogues/exchanges with key partners and stakeholders.
   2.2. Assist and connect recipient institutions with funding providers, and support them in their application processes.
   2.3. Support in disseminating information on other relevant funding sources.

3. Identify gaps and needs for resource mobilization based on monitoring of NDC implementation by MARN:
   3.1. Based on the guidelines and monitoring scheme established by the Ministry of Environment and Natural Resources (MARN) for the implementation of the NDC sector plans, support the monitoring progress to identify gaps and resource needs for the implementation of the NDC strategic actions.
3.2. Support the MARN in monitoring progress in NDC implementation through meetings with different stakeholders and key sectors as well as in the follow-up of the NDC MRV system to be implemented by the MARN.

3.3. Systematically track and update El Salvador’s Partnership Plan activities in the Online Partnership Plan Tool, according to the progress of the mobilization of resources and financing gaps, in the format and on the platform provided by the NDC Partnership.

4. Prepare quarterly country commitment reports following the template provided by the NDC Partnership Support Unit.
4.1. Prepare quarterly implementation and resource mobilization monitoring reports for the NDC, detailing:
   a. Progress towards achieving results from sectoral NDC implementation plans.
   b. Progress in the financing of sectoral NDC implementation plans, identifying strategies and actions needed to move forward.
   c. Key issues such as gender mainstreaming, private sector engagement, changes in the operating context, and other country commitments and needs related to the NDC.
   d. Compilation of communication and awareness-raising materials generated in the country related to the NDC and its sectoral implementation plans.

5. Support resource mobilization for NDC implementation.
5.1. Continuously prepare country requirements in coordination with the different sectors responsible for NDC implementation, to be submitted to the NDC Partnership, through the Request Support Letter (RSL) and other country engagement mechanisms.
5.2. Draft cooperation proposals as required by the focal points and the NDC Partnership.
5.3. Identify possible alliances and synergies with national and regional initiatives and projects which support the implementation of the NDC.
5.4. Support the Ministry of Environment and Natural Resources and the Ministry of Finance in the coordination of actions for the elaboration and implementation of the Climate Finance Strategy as well as promote and support the operation of the Climate Finance Table.
5.5. Ensure the dissemination and exchange of information regarding resource mobilization with all NDC implementing partners in the country, under the supervision and articulation of the Ministry of Environment and Natural Resources.

6. Coordinate and communicate with key stakeholders for the articulation of requirements and support related to NDC implementation.
6.1. Support communication between the government and the NDC Partnership and ensure relevant communication is shared with relevant national, international, and local level stakeholders.
6.2. Support the Ministry of Environment and Natural Resources in the coordination and preparation of events related to NDC implementation and resource mobilization, targeting key stakeholders such as Development Partners, Banking Entities, Private Sector, Academia, and Civil Society.
6.3. Organize meetings with Partners aimed at mobilizing support for El Salvador’s NDC Sectoral Implementation Plans; and support the formation and coordination of a partner/donor roundtable once defined by the Ministry of the Environment. This includes the facilitation of periodic coordination and information exchange among partners in the country.
6.4. Organize meetings with stakeholders involved in the implementation of the country’s NDC and prepare minutes of the meetings, highlighting issues discussed, next steps and division of responsibilities.

6.5. Preparation of briefs, presentations, information memorandum, participation in meetings, and others.

Deliverables

1. Work plan, including methodological description, schedule, activities and expected results.

2. Quarterly Country Engagement Update Report, following the template provided by the NDC Partnership Support Unit, reflecting the progression of activities as per the implementation of the NDC Sector Implementation Plans, RSLs, thematic call requests implementation progress, and other events, initiatives, challenges, or lessons learned to NDC enhancement/implementation.

3. Transfer of El Salvador’s NDC Sector Implementation Plans to the Online Partnership Plan Tool available and periodically updated.

4. Report on identification of resource mobilization opportunities, including gaps and needs for the implementation of El Salvador’s NDC targets and implementation plan, including a national key stakeholder mapping (international partners, private sector, financial institutions, as appropriate) and engagement approaches.

5. Outreach and awareness materials developed, such as supporting the OPPT Narrative development, co-developing blogs/stories, and other materials.

Timeframe and Duty Station

This is a full- time position based in San Salvador, El Salvador for 15 months, with possible extension. The expected start date is October 2023.

Requirements

1. Advanced degree in public policy (climate/environment), economics, public finance, engineering, sustainable development, or a similar field;

2. At least 10 years of experience in climate/environment and sustainable development in El Salvador;

3. Demonstrable experience working in climate change tasks in El Salvador, including, but not limited to, mitigation and adaptation action, government policy and legal frameworks, MRV, M&E systems, and results-based management;
4. 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;
5. Excellent writing, editing, digital, and oral communication skills;
6. Proficiency in Spanish is required. English is strongly preferred.

How to Apply

To apply, please submit a complete application package that includes CV, cover letter and daily remuneration expectation to Isabel Pasternack at isabel.pasternack.5@ndcpartnership.org and ndcpaf@ndcpartnership.org at the NDC Partnership Support Unit by 31 August 2023, with the subject ‘El Salvador NDC Partnership In-country Facilitator Application.’