

IN-COUNTRY FACILITATOR: NATIONALLY DETERMINED CONTRIBUTION (NDC) IMPLEMENTATION – PAKISTAN

TERMS OF REFERENCE

CONTEXT

The NDC Partnership is a coalition of countries and institutions committed to supporting countries in implementing and increasing the ambition of their Nationally Determined Contributions (NDCs) under the Paris Agreement. The Government of Pakistan joined the NDC Partnership in 2016 and has developed a comprehensive and coordinated plan to advance its mitigation and adaptation actions. The country has also currently revised and enhanced its NDC with support from the NDC Partnership's Climate Action Enhancement Package (CAEP).

Pakistan and the NDC Partnership recognize the importance of having an in-country expert to serve as a Facilitator, to help mobilize actors and resources to implement the NDC Implementation Plan (Partnership Plan) and regularly update on progress. The Facilitator will be supporting the Ministry of Climate Change, Pakistan in matters related to NDC implementation.

The Facilitator will be embedded in the Ministry of Climate Change (MoCC) to assist coordination and resource mobilization for the implementation of the NDC Implementation Plan (Partnership Plan) and to promote a whole-of-government and coordinated approach to adaptation and mitigation actions.

ROLES AND RESPONSIBILITIES

The role of the Facilitator is to support Government in engaging, coordinating, facilitating and mobilizing actors and resources for the implementation of Pakistan's NDC. The Facilitator's support to Pakistan will be focused on three broad components.

Component I: Aligning the ongoing NDC Partnership Planning process with the revised NDC

The in-country Facilitator with guidance from NDC Partnership focal points and the Support Unit will facilitate the process of aligning the NDC Implementation Plan (Partnership Plan) with the revised NDC and the work being commissioned by the Partnership.

Specific Tasks

Activities	Deliverables	Timeframe
Work closely with the existing partners and Government to update the NDC Implementation Plan (Partnership Plan) and opening provincial chapters of NDCs with guidance from NDC Partnership focal point to align it with the revised NDC.	A functional and updated NDC Implementation Plan aligned with the revised NDC. Facilitate in coordination with provinces.	By March 2022
Facilitate the partners work for the implementation of the revised NDC Implementation Plan and align it with provincial plans.		
With guidance from the Focal Point, and support from NDC Partnership Support Unit, share the updated NDC Implementation Plan to Partners to map support and mobilise additional support	Partners (partnership members and non-members) aligned their support and commitments against Pakistan's priorities in the NDC Action Plan	By May 2022
Regular follow ups with partners and donors that pledge support to Pakistan's NDC Implementation Plan and support to the design of concept notes, ToRs and other resource mobilization tools	Pakistan accessing various Technical Assistance and other resources from Partners in various aspects at national and local governments	Continuous (2022)
Migration of the NDC Implementation Plan to Pakistan's online platform for ease of access, update and navigation	Pakistan NDC Implementation Plan accessible in the NDC Partnership online platform	By June 2022

Component II: NDC Implementation - Coordination and Institutional support

The NDC In-country Facilitator will support mobilisation and coordination of Government institutions and partners to support the implementation of the revised NDC priorities and providing regular updates on progress to Government and others.

Specific Tasks

Activities	Deliverables	Timeframe
Support Government focal points in tracking the progress of implementation of the revised NDC Implementation Plan in collaboration with the other government focal point institutions	Agreed mechanisms on tracking progress and reporting of the implementation of the NDC Implementation Plan in collaboration with implementing partners	Continuous (2022)

Activities	Deliverables	Timeframe
including NDC sectors and the Implementation Partners		
Compile monthly and quarterly country update reports on the implementation of the revised NDC Implementation Plan for internal and external sharing	Quarterly Country Updates reports on the implementation of the NDC Implementation Plan shared by government to Partners in addition to monthly internal reports	Continuous (2022)
Facilitate internal coordination of NDC Partnership focal points for effective NDC implementation and facilitate in opening provincial chapters of NDCs.	Active coordination platforms within governments i.e. Technical Committee on Climate Change meeting regularly and Development Partners coordination Platform – discussing progress of the NDC Implementation Plan;	Continuous (2022)
Periodically update the implementation status of the various actions of the NDC Implementation Plan, through reviews of national, sub-national and sectoral policies, legislation and plans to map priorities and linkages to the NDC Mitigation and Adaptation action ,document changes in operational context and identify gaps, strategies and actions necessary to advance	Annual update of the NDC Implementations status Annual update of the NDC Partnership’s Rapid Situational Assessment and other targeted assessments as requested	Continuous (2022)
Popularize the NDC Implementation Plan with various non state actors - development Partners coordination platforms and Private sector platforms while leveraging and mobilizing their respective advantages in support of the NDC Implementation Plan actions	DPs coordination Plat forms meeting minutes – discussion of supporting NDC implementation Plan CSOs platforms meetings Private Sector Platforms meetings	Continuous (2022)
Conduct on-going capacity development (i.e., technical assistance and formal/informal on-the-job training) of Ministry of Climate Change and line ministries involved in the implementation of the NDC;	Capacity building plans highlighting capacity gaps and proposed actions implemented	Continuous (2022)

Activities	Deliverables	Timeframe
Support Ministry of Climate Change to secure technical assistance and coordinate resource mobilization in increasing access to climate finance	Direct support and contribution to at least two project proposals/concept notes for mobilizing resources to NDC implementation prepared per year	Continuous (2022)
Support Ministry of Climate Change to secure technical assistance in mainstreaming gender and climate change actions specifically in the NDC planning and implementation and tracking gender responsive actions	Government securing TA across sectors to mainstream gender and climate actions in their sector plans Sectors plans compliance	Continuous (2022)
Support Government to foster local governments engagement and whole of society approach while implementing climate actions	Number of local governments planning and allocating budget to NDCs targets	Continuous (2022)

Component III: Knowledge and Learning and Communications

The NDC in-country Facilitator will work closely with knowledge and learning teams of NDC Partnership SU in generating lessons and stories of change and organizing learning events.

Specific Tasks

Activities	Deliverables	Time frame
Liaise with the NDC Partnership Support Unit for vertical (national / regional / global) information-sharing, including both contributing to and accessing knowledge products	Knowledge products such as blogs, insight briefs, and others highlighting Pakistan 's best practices and implementation stories	Continuous (2022)
Work with Focal Points in identifying and disseminating information on best practices and stories of change	At least 2 stories of change per year	Continuous (2022)
Support Ministry of Climate Change in organizing platforms (workshops and meetings) aimed at engaging all relevant stakeholders, including development partners that are not NDC Partnership members and facilitation of annual stop and reflect exercises on the NDC Implementation Plan (Partnership Plan) implementation	National workshops conducted One "stop and reflect" workshop per year	Continuous (2022)

REPORTING

The Facilitator will be reporting to Partnership's Focal Point in the Ministry of Climate Change (MoCC) and the NDC Partnership Support Unit regularly and will coordinate closely with the Ministry of Climate Change, other line Ministries and other embedded specialists supporting Pakistan in climate change issues.

TIMEFRAME AND DUTY STATION

Expected entry on duty: 15 December 2021

Duration of assignment: 12 months

Duty station: Islamabad, Pakistan

SKILLS

- Excellent communication and coordination skills, a good understanding of different interests and seeks conciliation and coordination of activities;
- Meets goals and deadlines with quality and consistency;
- Works to deliver agreed goals, dealing with challenges in a constructive way;
- Assumes responsibility and works for target achievement, overcoming obstacles, setbacks, and uncertainties;
- Excellent verbal and written communication in English.
- Uses resources, methods, partners and information effectively;
- Takes initiative and leads processes with a strong ability to quickly grasp new topics;
- Analyzes complex technical materials (including data) and makes them concise and relevant;
- Introduces complex conceptual ideas in practical terms to others.
- Adapts the communication to the specific public;
- Build informal networks internally and externally and visualize them as part of the value creation process; Constantly looks for opportunities to learn and share;
- Demonstrates behaviors such as teamwork, knowledge sharing, and relationship maintenance;
- Encourages collaboration and improves performance, with ability to work in diverse cultural situations.

QUALIFICATIONS

A Master's Degree in Public Policy, Development Economics or Finance, Project Management or other fields related to the portfolio.

PROFESSIONAL EXPERIENCE

At least 4-5 years of experience in public, private or third sector institutions with a special focus on

- coordination and articulation of different stakeholders.
- preparation and implementation of multi-stakeholder work plans.
- resource mobilization, including successful preparation of concept notes and/or proposals for climate projects.

- monitoring and project evaluation and project management, including results-based management.
- Experience in multilateral and national governance and processes related to climate change and Nationally Determined Contributions (NDCs).
- Knowledge of Pakistan's context of national plans, strategies and policies related to climate change is required and experience of other national contexts is desirable.
- Experience of working with Ministry of Climate Change will be added advantage.
- Advanced experience and relevant skills in the use of the Office suite (MS Word, MS Project, Excel, PowerPoint and other tools and packages for project management purposes, etc).

Interested candidates should submit

- CV(s) with at least three references (name and contact) that can attest to the candidate's credentials and experience.
- Remuneration expectation (daily rate).
- Please use the following format for the email subject line: PAKISTAN_FACILITATOR_APPLICATION NAME.
- All proposals must be submitted in electronic format.

All proposals must be submitted by **30 November 2021** to Deo.Gabinete@ndcpartnership.org and Joaquim.leite@ndcpartnership.org

Please note that only short-listed candidates will be contacted.