

Terms of Reference for NDC Partnership In-Country Facilitator

Commonwealth of Dominica

BACKGROUND

Nationally Determined Contributions (NDCs) are at the heart of the Paris Agreement and the achievement of its long-term goals. Launched at COP22 in November 2016 in Marrakesh, the NDC Partnership aims to enhance cooperation so that developing countries have access to the technical knowledge and financial support they need to implement their NDCs. International support for fast and effective NDC implementation in the context of the NDC Partnership implies new forms of coordination and collaboration.

In September 2016, Dominica communicated what is now known as its NDC to the United Nations Framework on Climate Change (UNFCCC). The NDC outlines proposed mitigation measures within the energy, transport, manufacturing, agriculture, and waste sectors, and also highlights adaptation priorities, building on the Strategic Program on Climate Resilience (SPCR) within the Low Carbon Climate Resilient Development Strategy. Since late 2020, with the support of UNDP's climate promise and IRENA, the country is undertaking a review and enhancement of its current NDC. The NDC is expected to be submitted to UNFCCC later this year.

Dominica joined the NDC Partnership in January 2021 and is seeking NDC Partnership support in the provision of an in-country facilitator.

Facilitation Model

The consultant will work as an embedded NDC Partnership facilitator at the Ministry of Environment, Rural Modernization and Kalinago Upliftment in the Commonwealth of Dominica. The consultant will support the focal points in ensuring the effective and efficient use of international resources towards the fulfillment of Dominica's NDC commitments.

The consultant will engage with sectors, donors, implementing agencies, and other key stakeholders to ensure alignment between country priorities and needs for NDC implementation, and international support initiatives and finance.

ROLES AND RESPONSIBILITIES

The facilitator serves as the NDC Partnership's in-country interface and operates as a liaison between the country and other NDC Partnership members. Working on behalf of the government, the facilitator ensures the smooth implementation of the country engagement process by supporting ongoing coordination efforts between the country government, the NDC Partnership Support Unit, and the various partners in the NDC Partnership; coordinating the Partnership/Implementation 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.

Tasks

- **Activity 1.** Support the Ministry of Environment in developing an implementation plan for the updated Nationally Determined Contribution through consolidating relevant plans and strategies, including the Green Climate Fund Country Programme, into a singular logical framework, reflecting outcomes, outputs, and indicators for the NDC.
- **Activity 2.** Support with coordination across key stakeholders to mobilize support for identified needs and gaps for successful NDC implementation, while maximizing synergies and avoiding duplication. Through this task, the facilitator will leverage the necessary inputs to feed into the NDC implementation plan. Stakeholders may include governmental authorities, the private sector, and/or civil society organizations, within specific sectors or on a certain topic, and implementing and development partners, as per guidance provided by the Environmental Coordinating Unit.
- **Activity 3.** Map existing and planned support from partners contributing to NDC and climate action and integrate this information into the NDC implementation plan as relevant. This information will be useful for identifying support gaps for implementation and serve as a basis for the systematic tracking of international support and its impacts on advancing towards the NDC.
- **Activity 4.** Engage with implementing partners in the country/region to support resource mobilization in accordance with Dominica's NDC implementation plan and liaising with the NDC Partnership Support Unit to access and/or feed into related global knowledge products. The facilitator will also identify activities from the NDC implementation plan suitable to be financed under international windows of climate finance.
- **Activity 5.** Upload the NDC implementation plan into an online tool that can be used to track and record NDC implementation activities, support gaps and progress towards achieving NDC outputs and outcomes.
- **Activity 6.** Once developed, monitor and assess the implementation of Dominica's NDC implementation plan, its contribution and impacts to NDC implementation and enhancement, and coordinate periodic reporting of partners to the NDC Partnership. Periodic reports should include the quarterly country engagement update report and the investment project tracking list developed by the NDC Partnership Support Unit.
- **Activity 7.** Support the drafting of concept notes for international support requests, considering national priorities and the needs for the NDC implementation, as per guidance provided by the Ministry of Environment. The number and timing will depend on the timeframes of international call for proposals.
- **Activity 8.** Assist the Ministry of Environment in outreach and awareness raising related to NDC implementation.

- **Activity 9.** Participate in relevant meetings as indicated by the Ministry of Environment, including but not limited to those organized within the OECS, UNFCCC RCC, and NDC Partnership.

Deliverables

Deliverable	Timeframe
Quarterly country engagement update reports (progress on the development and implementation of the NDC Implementation Plan) and quarterly updating of the investment project tracking list, using the templates developed by NDC Partnership Support Unit.	End of each quarter (March, June, September, December)
Summary of agreements reached with key national, regional, and international stakeholders, whenever relevant	End of each quarter (expected 2-3 agreements per quarter)
Mapping of ongoing and planned initiatives including planned and committed support from partners and support gaps contributing to NDC implementation.	15 November 2021
Development of the NDC Implementation Plan	28 February 2022
Integration of the Implementation Plan in the online format (Online Partnership Plan Tool)	31 March 2022
Development of concept note proposals for international support	As required (expected 1-2)

Reporting

The Consultant will implement all tasks under the direct supervision of the Senior Technical Advisor in the Ministry of the Environment and in close coordination with the NDC Partnership Support Unit.

Timeframe and Duty Station

This is a full-time position based in Roseau, Dominica* for a period of six months with a possibility for extension. The targeted start date is 15 September 2021.

*Possibility to work remotely depending on COVID-19 related circumstances

Requirements

- Advanced degree in public policy (climate/environment), sustainable development, environmental economics, public finance, or a similar field;
- At least 10 years of experience in climate/environment and sustainable development in Dominica;
- Demonstrable experience working in climate change tasks in Dominica, 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;
- Proficiency in English.

Compensation

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

Application

To apply, please submit CV and cover letter to Mr. Cayetano Casado (Cayetano.Casado@ndcpartnership.org) at the NDC Partnership Support Unit by **8 September 2021**, with the subject 'Dominica NDC Partnership Facilitator Application'.