

NDC Partnership In-country Facilitator for the Republic of Fiji

Terms of Reference

BACKGROUND

Recognizing the importance of having an organization with deep local knowledge to serve as the NDC Partnership's national-level interface and facilitate coordination of the NDC Implementation in the country, the Republic of Fiji joined the NDC Partnership in April 2017. Fiji entered an active engagement with the NDC Partnership in 2019 through a request for technical assistance for a private sector-led renewable energy funding facility –the Pacific Energy Access Fund (PEAF). This request received funding from the UK Government and was implemented by the Pollination Group. The funding facility is designed to significantly grow a pipeline of renewable energy projects in Pacific Island Countries through highly capitalized, blended financing and aims to support the installation of more than 150 megawatts of renewable energy infrastructure.

During the COVID-19 pandemic in 2020, an economic advisor in Fiji was mobilized with funding from the World Resources Institute to support the government in developing concept notes on 1) green investment in the agriculture sector, primarily supporting the adoption of solar-powered pumps that can help in decarbonizing the sector and help meet Fiji's NDC commitments; 2) blue bonds, which will finance sustainable commercial aquaculture, hybrid electric inter-island shipping, and coastal protection using nature-based solutions; and 3) the decarbonization of public buses.

Recently, the NDC Partnership received a request for support from the Government of Fiji on the preparation of an adaptation investment pipeline for potential funding by donors and for the mobilization of resources for the implementation of the country's NDC Implementation Roadmap and National Adaptation Plan. The Government requested support for a team of climate finance advisors and technical experts to carry out the tasks, as well as an In-country Facilitator to support the coordination of key government institutions and partners involved in NDC implementation.

Facilitation Model

The Facilitator will be embedded in a government body, which operates with facilitation support embedded in the relevant ministry from the NDC Partnership. In the case of Fiji, this is the in the Climate Change and International Cooperation Division (CCICD) under the Ministry of Economy.

Roles and Responsibilities

The In-country Facilitator serves as the NDC Partnership's interface in the country and operates as a liaison between the country and other NDC Partnership members. The Facilitator's role is purely one

of coordination and support 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 CCICD.

This involves working with the Government of Fiji to refine its support objectives over time, coordinating the implementation of the National Climate Finance Strategy, 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 following responsibilities are part of the In-country Facilitator role in Fiji:

Facilitation of Fiji's National Climate Finance Strategy and NDC Investment Plan

- Support Fiji 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 National Climate Finance Strategy and NDC Investment Plan and populating and regularly updating Fiji's monitoring/reporting tool for climate finance working collaboratively on ongoing initiatives such as the Capacity Building Initiative on Transparency to establish internal reporting and tracking systems and processes. The Facilitator will work closely with the CBIT project team in contributing and establishing online based NDC tracking tool.
- Provide recommendations, on a case-by-case basis, 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 Fiji;
- Organize regular coordination meetings with country and regional-level development partners and donors to discuss anticipated new requests for support and outstanding priorities in the NDC Investment Plan and the National Climate Finance Strategy;
- Engage with partners in the country to link needs to services and resources in accordance with the National Climate Finance Strategy and NDC Investment Plan, including by providing the government's inputs on the alignment of partners' country strategies with priorities and gaps identified through ongoing consultations with key stakeholders in the Strategy and Investment Plan;
- Identifying further needs for Technical Assistance for priority based on National Climate Finance Strategy and NDC Investment Plan;
- Provide inputs, as necessary, to project development and preparation for potential funding by donors;

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 Fiji, with the aim of leveraging and mobilizing their respective advantages in support of the implementation of the NDC Implementation Roadmap;
- Track, monitor and assess the implementation of the National Climate Finance Strategy and NDC Investment Plan, 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;
- Assess the needs and challenges of line Ministries in implementing the NDC.
- Collaborate with the Support Unit to document changes in the operating context and provide support to CCICD 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 "a whole-of-government approach" in implementing NDCs and their integration in development policies;
 - Support the 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 CCICD 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
Mapping and consolidation of NDC-related projects in the energy and transport sector implemented by line ministries and development partners	Q1/2 2023
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 National Climate Finance Strategy and NDC Investment Plan) adapting the report template developed by the NDC Partnership Support Unit	End of each quarter
Partner Coordination/ regular meetings	End of Q2 2023 and ongoing
Inter – Ministerial coordinating/ meetings	End of Q3 2023 and ongoing
Populating and Regular updating Fiji’s monitoring/reporting tool for climate finance	End of Q4 2023 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

Reporting

The Facilitator will implement all tasks under the direct supervision of the NDC Partnership Focal Point in the Ministry of Economy. 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 Suva, Fiji for an initial 6 months, with possible extension for up to 3 years. The targeted start date is March 2023.

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 Fiji and/or the Pacific;
- Demonstrable experience working in climate change tasks in Fiji and/or the Pacific 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 in English;
- Proficiency in Fijian and other local languages 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 cover letter to Mr. Putera Zenata <Putera.Zenata@ndcpartnership.org> at the Support Unit by **28 February 2023**, with the subject 'Fiji NDC Partnership Facilitator Application'