



Cambodia Climate Change Alliance – Phase 3 (CCCA3)
JOB DESCRIPTION

I. Position Information

Job Title:	Climate Change Adaptation Officer
Report to:	Programme Manager, with matrix supervision from the International Technical Specialist
Contract Type:	Contract staff
Classified Level:	L-7
Duration:	One year with possibility of extension

II. Organizational Context

The Cambodia Climate Change Alliance (CCCA) is a joint initiative of the Royal Government of Cambodia and development partners to address climate change in Cambodia. It provides a unified engagement point to pool resources for the mainstreaming of climate change in national and sub-national policies and programmes.

The CCCA has been active since 2010, with significant results including the development of the Cambodia Climate Change Strategic Plan 2014-23 (CCCSP) and corresponding strategic plans and actions plans in fourteen priority ministries and agencies, the successful operation of a grant facility (42 Government and NGO projects supported in key areas of the climate change response), and increased visibility and understanding of climate change, both within Government and in society at large.

The new phase of the Cambodia Climate Change Alliance programme (2019-2024) builds on these initial achievements and aims to support the scaling-up of the climate change response at national level and in priority sectors by focusing on three main drivers of change:

- i. Ensuring that locally relevant, reliable information on climate change is generated and available to key stakeholders;
- ii. Developing and implementing tools for the effective mainstreaming of climate change in the policies, programmes and budgets of priority sectors (rural development, public works and transport, education, energy and environment);
- iii. Strengthening capacities for the mobilization, coordination and tracking of public and private climate change finance.

The CCCA is closely aligned with the national institutions in charge of climate change. It is implemented by the Department of Climate Change (DCC), the General Directorate of Policy and Strategy (GDPS), the Ministry of Environment (MoE)/the National Council for Sustainable Development (NCSD), an inter-ministerial body bringing together the representatives of thirty-six ministries and agencies, and twenty-five provincial governors.

The CCCA will include a mix of technical and policy advisory support, and financial support. It engages a broad range of stakeholders in line with their respective roles in the climate change response, and promote innovative partnerships between government, civil society, academia and the private sector.

III. Functions / Key Results Expected

The Adaptation Officer works closely with other teams within the CCCA to strengthen national capacities within the Climate Change Department and in other concerned ministries and agencies to perform the following key functions:

1. Analysis of climate vulnerabilities and risks
2. Technical support to ministries and agencies involved in climate change adaptation
3. Analysis and policy recommendations on adaptation options

1. Analysis of climate vulnerabilities and risks

- Provide support to the Department of Climate Change and concerned line ministries to identify their detailed needs related to climate vulnerability and risk mapping, at the national, sectoral and sub-national levels;
- Participate in the design, testing, dissemination, and review of proposed methodologies for vulnerability and risk assessment, in cooperation with Monitoring and Evaluation staff; and
- Support concerned Government staff to produce analysis of climate vulnerability and risk assessments, and identify implications for adaptation planning.

2. Technical support to ministries and agencies involved in climate change adaptation

- Support the development of Climate Change Action Plans (adaptation component) or other planning documents in target ministries and institutions;
- Support the operationalization of these plans, through provision of technical support on institutional/management arrangements, mainstreaming of climate change adaptation into their policies, plans, and procedures, assessment of capacity needs in line with the agreements between these ministries/institutions and the CCCA;
- Contribute to the design and delivery of trainings and other capacity development interventions on climate change adaptation; and
- Together with Government counterparts, act as focal point for any adaptation-related queries from ministries, institutions and non-Government partners.

3. Analysis and policy recommendations on adaptation options

- As part of the national knowledge management system on climate change, support Government counterparts in the DCC, CCTWG and concerned ministries and agencies to analyse results of adaptation pilots, compare various approaches, and formulate evidence-based technical and policy recommendations for policy-makers and practitioners;
- Contribute to the organization of learning events on climate change adaptation options and in the implementation of follow-up actions;
- Contribute to the review of the CCCA-funded projects (adaptation component), and in their monitoring;
- Support the CCCA engagement of private sector on adaptation issues, through analysis and recommendations on opportunities for private sector contribution to adaptation; and
- Contribute to the quality assurance by the DCC of knowledge products related to adaptation.

4. Perform other related tasks as requested by management

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> ✓ Masters degree in environment, climate change, natural resource management development studies or a related field
Experience:	<ul style="list-style-type: none"> ✓ At least 3 years of relevant experience in climate change and environmental issues, including at least 2 years on climate change adaptation; ✓ Proven capacity to develop quality knowledge products/ analysis on climate change adaptation; and ✓ Experience managing or implementing capacity development programmes for Government officials. Experience working with ministries with a significant climate change adaptation portfolio is an advantage.
Competencies	<ul style="list-style-type: none"> ✓ Good communication (verbal and written), interpersonal and reporting skills; ✓ Strong client orientation; ✓ Well-versed in results-based management; ✓ Demonstrated planning and organizational skills; ✓ Ability to lead, manage and coordinate the work of a group of people; ✓ Ability to organize and implement training and transfer of knowledge; ✓ Excellent skills in the usage of computers and office software packages, including Microsoft Office applications; and ✓ Willingness to travel to the field when required.
Language Requirements:	<ul style="list-style-type: none"> ✓ Excellent command of Khmer and English (both spoken and written)