



RACE TO RESILIENCE MANAGER

The Role at a Glance

The Role	The Race to Resilience Manager will play a pivotal role in the High-Level Climate Champions Resilience team. The R2R manager will provide support to the Resilience Lead and be responsible for operationalising the R2R plan and monitoring its delivery by the resilience team.
Contract type	Independent contractor or sponsored secondment
Contract duration	12 months
Remuneration level	<p>Where an individual will take up a contract directly with the Climate Champions, remunerations will be in line with market rates, and commensurate with experience and location.</p> <p>Remuneration is inclusive of annual leave. Where an individual is seconded from an organisation, we expect the employer to be responsible for all matters relating to remuneration and benefits</p>
Start date	as soon as possible
Location	Flexible. We are a global team, so the role may require some travel
Annual leave	4 weeks unpaid leave
Reporting to	Resilience Lead
Other	<ul style="list-style-type: none"> • The candidate is expected to work from home, with occasional travel as and when requested. • In some locations, a collaborative office space may be available. • The candidate is expected to provide and maintain their own ICT and work tools. • Out of town travel and other work related expenses will be reimbursed in line with the travel and expense policy
Recruitment process	<p>Please submit your CV and brief cover letter (no more than one A4 page). to opportunities@climatechampions.team</p> <p>Please mention 'HLC RtR Manager' in the subject of your email.</p> <p>Applications will be assessed on a rolling basis, with virtual interviews taking place virtually at the end of March 2022.</p>

The Climate Champions Team



Background

The Climate Champions Team provides support to the UNFCCC High Level Climate Champions to deliver on the mandate from Parties: to drive climate action and enhance ambition by non-state actors. Working with the Marrakech Partnership and other partners, we mobilise businesses, investors, cities, regions and civil society and act as a bridge between non-state actors and national governments to reach the goals of the Paris Agreement. At COP26, the two serving High Level Climate Champions launched [a five year plan](#) to deliver on the mandate from Parties. It sets out objectives and details of the tools employed to achieve them, across six key functions for the work of the Climate Champions Team for the period 2021 - 2025.

The global team is resourced to support the major campaigns [Race to Resilience](#), [Race to Zero](#) and [Glasgow Finance Alliance for Net Zero \(GFANZ\)](#), as well as sector-focused systems transformation using the [Climate Action Pathways](#), and [2030 Breakthroughs](#). Alongside this, we are continuing to strengthen the accountability mechanisms of the campaigns and assess the overall state of systems transformation as we prepare to support the global stocktake.

COP27 offers a unique moment to drive transformational change, scaling action for climate-vulnerable communities, and mobilising finance to developing and emerging economies, to move from ambition to implementation and halve global emissions and protect four billion people from climate impacts by 2030.

To help us deliver on our plan for COP27 and beyond, we now need a Race to Resilience Manager. It is a role that provides an opportunity to work at what is arguably the most pressing challenge in the world today, and it will suit you if you are mission driven and thrive in fast-paced, ever-evolving and diverse teams.

Overview of the role

As the race to resilience manager, you will have primary responsibility for operations of the campaign and implementing the High Level Champions resilience objectives and strategies, working closely with the High Level Climate Action Champions and the Climate Champions Resilience Lead.

Key responsibilities include:

1. Maintain the campaign's work and resource plans (objectives, key results and deliverables), and track the project process of these plans. Is the campaign proceeding as planned? Is the team doing what we said we'd do? Identify risks to the plans and solutions to manage these.

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2. Project management, including planning and setting deadlines, prioritising tasks, assigning team members to various deliverables aligned with the overall campaign.
3. Be the first point of contact for R2R operations and ensure all reporting on the campaign is conducted on time including monthly reports to the Champions, and other tasks as requested by the Champions Project Management Office (PMO).
4. Plan and facilitate resilience team meetings (and periodic awaydays), creating agendas, and compiling any pre-reads or meeting materials beforehand, record clear actions from all team meetings, and track progress against team action items. Ensure the Team has efficient ways of working including use of Slack and management of R2R documents through a shared Google Workspace.
5. Oversee team members contacts with R2R partners to ensure effective partnership coordination, and ensure monthly Partner calls take place and are impactful.
6. Coordination of bilateral and multilateral meetings, and ensure briefing for these meetings from relevant team members is on time and consistent.
7. Work with the HLC strategy communications team to ensure input from the Race to Resilience campaign and team members feed into the overall communications and messages of the Champions team. This includes support from team members on resilience storytelling creation for platforms (website/social media/events) including on digital story production and assets.
8. Support the creation of a positive, inclusive and supportive team culture by celebrating team successes, building opportunities for the team to have fun and get to know one another.
9. Ensure all new team members are welcomed into the team and have clear job descriptions and understand their roles

About You

The successful candidate will have significant 10 years of experience in project management roles. Have experience in working on campaigns with multiple stakeholders. You will be a highly motivated self-starter, willing to work across different time zones and cultures in a high-profile, fast-paced environment. You will be comfortable juggling different priorities and balancing multiple - and at times - competing demands and work in ways which are highly

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collaborative and engaging with a wide range of stakeholders at all levels and across all sectors of the economy, policy and society.

The following requirements are essential:

- Excellent team, process and project management skills, with ability to juggle multiple priorities and deadlines, change, and bring out the best in a diverse team across a broad range of global geographies and time zones
- Understanding of impacts of climate change on different countries and on the most vulnerable people especially those living in least developed countries and small island developing states.
- Experience working in campaigns is essential, and ideally working in developing countries.
- Stakeholder engagement with a range of different organisations working on climate change and demonstrated ability to build effective partnerships.
- Familiarity with issues on impacts of climate change across a wide range of thematic areas in the private, public and civil society sectors. Knowledge of the politics of resilience and adaptation in climate negotiations will be an added advantage.
- Excellent communications skills, verbal and written in English. Working knowledge of other languages would be an asset.
- Collaborative and collegial working style, and a strong team player
- Commitment to the Climate Champions core values (below)

Core Values

- **Unite behind the science:** we commit to make the changes scientists tell us are needed.
- **Build upon the incredible work to date:** we will cross-fertilize and amplify the work of the many heroes who have already committed so much to addressing climate change.
- **Take into account different ideas and perspectives:** we're willing to be challenged and to challenge, we look for the best in people and the best, most sound and most credible ideas, wherever they come from.
- **Practice stubborn optimism:** we recognize the scale of the problem, combined with an absolute determination to build our way out.

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- **Seek progress not perfection:** all of us can be criticised and many of those best able to advance this issue are currently the biggest causes of it. We can't allow cynical greenwashing, but all who are serious about tackling climate change positively will be welcomed.
- **Be humble and generous:** we keep our egos in check and work together for the good of the whole

Code of Conduct

As a member of the Climate Champions Team you are required to adhere to the highest standards of conduct and behaviour, protecting the integrity of the mandate from Parties, the UNFCCC process, the UNFCCC institution and the COP presidency. Shortly after joining, there will be a number of mandatory induction meetings to ensure you have the information and tools needed to work to the highest standards.

Contract information

The Climate Champions Team is a programme of work under the not for profit administrative host body Rockefeller Philanthropy Advisors (RPA). The contract for this role will be drafted within the Climate Champions Team and signed by the post holder and a senior representative of RPA.. Find out [more about RPA here.](#)