

POLICY ADVISOR TO THE INCOMING HLC

Role at a glance

Responsibilities	<p>As the Policy Advisor to the incoming HLC, the postholder has responsibility for</p> <ol style="list-style-type: none"> 1. Support the incoming HLC in delivering on the mandate and shaping the priorities 2. Leading on high impact special programmes and projects as directed by the incoming HLC, in close collaboration with key colleagues in the Climate Champions Team and external partners 3. Play an active role in the Senior Leadership Team within the the Climate Champions Team
Contract type	Independent contractor, full time role
Contract duration	12 months
Remuneration level	Up to USD \$150K per annum, depending on experience and location. The remuneration is inclusive of pension, annual leave and all benefits
Start date	As soon as possible
Location	Flexible - global role, requires travel
Annual leave	Up to 6 weeks unpaid leave
Reporting line	To the incoming HLC, Dr Mahmoud Mohieldin
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 expenses will be covered by CC, in line with the travel policy.
Recruitment process	<p>Applications will be assessed on a rolling basis week commencing 25 April, with shortlisted candidates invited to virtual interviews soon after.</p> <p>To register your interest, please send CV and short cover letter to opportunities@climatechampions.team</p> <p>Please mention 'Policy Advisor to the Incoming HLC' in the subject of your email</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.

To help us deliver on our plan for COP27 and beyond, we now need a **Policy Advisor to the HLC Dr Mahmoud Mohieldin**. 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. You will need to be comfortable juggling different priorities and balancing multiple - and at times - competing demands and work in ways which are highly collaborative and engaging with a wide range of stakeholders at all levels and across all sectors of the economy, policy and society.

About the role

Reporting to the incoming High Level Champion, the successful candidate will be required to support the HLC in the wide range of functions and workstreams:

- Assist the HLC in defining goals and the implementation of core priorities in line with the 5 year plan for the Improvement of the Marrakech Partnership, welcomed by Parties at COP26..
- Play an active role as member of the Senior Leadership Team (SLT) within the Climate Champions Team, shaping priorities and implementation of plans in a way which reflects the priorities, needs and goals of the HLC.
- Engage with the SLT in building the spirit of “two champions one team”, in the management of the broader Climate Champions team, helping to recruit, manage and support staff, including pro bono secondments from partners

The Climate Champions Team



- Help to secure the long term sustainability of the team, including support with fundraising and partner engagement
- Engage in the implementation of key sectoral priorities and campaigns, on behalf of the HLC and its COP Presidency.
- Represent the HLC in public events and strategic partnerships.

Key responsibilities include:

1. Design with the HLC and support in the implementation of his political role and outcomes during his mandate.

- Engage with UNFCCC staff in the design of the meetings with parties, revising or writing speaking notes when needed. Assist during meetings bringing insights and suggestions to the HLC.
- Work as part of the SLT with the Policy Unit identifying priorities and opportunities for the HLCs to support national governments
- Engage in the design and implementation of how the role of NSA and in particular the Marrakech Partnership is recognized and empowered under the UNFCCC process as part of the HLC.
- Coordinate with COP Presidency teams, UNFCCC staff and UN CAT, the alignment between HLC work and presidencies goals.

2. Leading on high impact special programmes and projects.

- As part of the SLT support and develop the management team and, where required, provide insights and oversee different works streams
- Support the fundraising and partner engagement, working closely with the Operations Director and the Executive Director

3. Managing risks and challenges across non-state actors

- Bring the perspective of the HLC and its presidency identifying critical risks and opportunities considering different geopolitical perspectives, key sectoral challenges and/or strategic relations within or outside the Marrakesch Partnership.
- As a member of the SLT engage in the overall management of the Marrakech Partnership and its different working groups with particular emphasis on Global Campaigns, building trust and good relation management with its members.
- Work with the civil society engagement team on mapping, prioritising and building trust with key members of the climate community at global and regional level.

The Climate Champions Team



About You

The successful candidate will have significant years of experience working on climate change related issues, with strong relations with the global climate action community. 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 are able to exercise sound judgement with regard to engaging senior stakeholders across governments and the economy, and are experienced at building coalitions and fostering collaboration across a wide range of actors.

The following requirement are essential:

- Strong political sensitivity to identify risks & opportunities to influence and support institutions at the global, national and local level.
- Strategic vision and robust political background of the UNFCCC process and the interaction between parties and non-state actors, with a clear understanding of the role of multilateralism within the broader ecosystem of actors working on the climate crisis.
- Experience working on complex systems, promoting multi stakeholder collaborative process with a demonstrable track record of driving systemic change and high impact transformations.
- Good level of understanding of the COP27 presidency and its priorities
- Exceptional interpersonal skills, with proven experience on managing complex relations among different actors from the public and private sector.
- Experience at senior leadership management team management, empowering others and the capacity to provide effective feedback.
- Strong written and verbal communication skills in the English language. Other UN languages skills are highly appreciated.
- Strong track record of identifying managing risks and maximising opportunities and impact across a wide and varied portfolio of work
- Exceptional interpersonal skills, with a real commitment to supporting the wellbeing and the effectiveness of others and a willingness to have difficult conversation when needed
- Networking and negotiation skills with strong stakeholder management skills including the ability to communicate well and help manage a number of different partnerships.
- Collaborative and collegial working style
- Flexibility and agility, to grow in the role and shape activity to the evolving requirements of the High Level Champions and the Executive Lead.
- Commitment to our core values (see below)

The Climate Champions Team



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.
- **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.

The successful candidate is also required to ensure that there are no conflicts of interest with other roles they hold within or outside the UNFCCC process.

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.

RPA helps social programmes achieve their vision of creating thoughtful, effective philanthropy, providing hosting arrangements and tailored services to serve as an organisational 'home' for new initiatives. Find out [more about RPA here](#).