

Maritime Program coordinator

The Role at a Glance

Role description	The Maritime Program coordinator will play a pivotal role in the Climate Champions' Maritime Team. They will be supporting the Maritime Lead in coordinating engagement both internally and with external partners, and in the delivery of High-Level Champions objectives and strategies for COP28 and beyond.
Contract duration	12 months
Time Commitment	Full time or the ability to commit a minimum of 20 hours a week
Remuneration level	In line with market rates, and commensurate with experience and location.
Start date	As soon as possible
Location	Flexible. We are a global team, so the role may, require some travel
Reporting to	Katharine Palmer, Maritime Lead
Other	<ul style="list-style-type: none"> • The candidate is expected to work from home/ or the seconding organisations' office, 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.
Essential Requirements	
Recruitment process	<p>Please submit your CV and brief cover letter via this form (no more than one A4 page)</p> <p>Applications will be assessed on a rolling basis, with virtual interviews taking place as soon as suitable candidates are identified.</p>



Background

[Lloyd's Register Foundation](#) are an independent global charity that funds programmes and initiatives in support of a safe and sustainable blue economy, with a heritage in maritime and is focused today on driving a safer more sustainable ocean economy including through increased renewable energy and a drive towards climate action through decarbonizing ocean-based transport and building resilience of coastal communities. The Foundation has identified a clear need to raise awareness of the interconnectedness of the ocean economy and the role of oceans as a solution, convening ocean, energy and maritime actors to drive collaboration and encourage a holistic, 'whole systems' approach to addressing urgent issues. The Foundation funds the Climate Champions maritime programme.

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 Zero](#), [Race to Resilience](#), as well as sector-focused systems transformation using the [Climate Action Pathways](#), [2030 Breakthroughs](#) and the [Sharm El Sheikh Adaptation Agenda](#) (SAA) launched at COP 27 by the COP Presidency in collaboration of the HLCs. 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 COP28 and beyond, we need a Maritime Program Coordinator. It is a role that provides an opportunity to work at the forefront of the transition of the maritime sector to zero emission and it will suit you if you are mission driven and thrive in a fast-paced, ever-evolving and diverse team. 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.

Overview of the role

As the Maritime Program coordinator, you will have the primary responsibility for supporting the Maritime lead and Maritime regional teams in the implementation of the High-Level Champions Maritime team 2023 objectives and strategies. A successful candidate will be ready to coordinate the implementation of this important workstream, working with a talented maritime team and partners across the government, business, investor, and not-for-profit organisations.

As this is a new and fast evolving team, the responsibilities are not set in stone. Rather, we expect the post holder to be adaptable and help develop the global implementation plan in line with the changing

requirements and an evolving external environment.

Key responsibilities include:

1. Responsible for the coordination required to deliver the Maritime work plan objectives and strategies for COP28 (and beyond), including:
 - o Internal coordination within the Climate Champions' Maritime team
 - o Coordination with the Climate Champions' wider teams to advance on joint efforts when relevant.
 - o Coordination with various external stakeholders and partners for delivery of the 2023 work plan
 - o Support organising support systems (CCT google drive) and enhance follow up of processes (including meeting notes) that will help deliver 2023 maritime work plan.
2. Primary information gathering and processing, supporting the maritime lead in leveraging evidence, knowledge and capabilities within the wider ecosystem.
3. Project and process management support, including:
 - o Capturing key insights / signals of change from internal and external discussions
 - o Centralised tracking and reporting of key performance indicators and progress towards the maritime 2030 breakthroughs.
 - o Ad hoc administrative assistance for key moments and events and major workstreams, as directly related to maritime sector work plans.
4. Potential for leading a sub-workstream area, as per team need.

About you

The successful candidate will have experience gained in nature-climate agendas. You will be a highly motivated self-starter, happy working across different time zones in a fast-paced environment. The successful candidate will have a proven track record working in systems change within the maritime sector. You will be proactive and a highly motivated self-starter, happy working across different time zones and cultures in a high profile fast-paced environment. You are able to exercise sound judgement with regard to engaging on opportunities to catalyse change and seek advice with regard to engaging sector stakeholders.

The following requirements are essential

- **Maritime sector understanding**, with at least 3-5 years' maritime industry experience ideally in climate and or sustainability field
- Good understanding of the levers of change specific to the maritime sector transition to zero emission shipping.
- **Strong collaborator** who understands the complexity of engaging multiple audiences and navigating their diverse interests and goals.

- **Collaborative and collegial working style**, and a strong team player, with strong interpersonal skills and diplomacy.
- **Strong critical thinking and analytical skills**, and attention to detail
- **Excellent process and project management skills**, with ability to juggle multiple priorities and deadlines.
- **Ability to manage through ambiguity and change.**
- **Excellent written and verbal communication skills** including in English, with the ability to listen to diverse actors and convey key information simply.
- **Determination** to support climate action, and a commitment to the Climate Champions [core values](#)

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.