



**SOUTH
SOUTH
NORTH**
TOWARDS CLIMATE RESILIENCE

TERMS OF REFERENCE

Position Title: Policy Officer at The Global Resilience Partnership

Duration: Full time (1year FTC)

Salary: 2,830 – 3,350 EUR per month

Start date: Asap

About The Global Resilience Partnership (GRP)

The Global Resilience Partnership (GRP) is a diverse partnership of more than 60 organisations joining forces to build a resilient future where vulnerable people and places are able to thrive in the face of shocks, uncertainty and change. GRP believes that resilience underpins sustainable development in an increasingly unpredictable world. By bringing together a broad range of actors from different organisations and sectors, GRP creates a platform for sharing best practices and promoting learning from each other. For more information on GRP, see <http://www.globalresiliencepartnership.org/>

About SouthSouthNorth

SouthSouthNorth (SSN) supports national and regional responses to climate change through policy and knowledge interventions, partnerships and deep collaboration. We do this by connecting people and information, enhancing capability and mobilising resources to respond innovatively to the challenges and opportunities that climate change presents. SSN leads the Climate and Development Knowledge Network (CDKN), which works to enhance the quality of life for the poorest and most vulnerable to climate change. For more information on SSN see <https://southsouthnorth.org/>, and on CDKN see <https://cdkn.org/>

Role Summary:

GRP and SSN are hiring a Policy Officer who will work as part of the GRP Secretariat. The GRP Secretariat is a small (10 FTE), diverse international team that convenes and catalyses actions by the Partners and implements specific activities on behalf of the Partnership. The Policy Officer will be hosted by SSN/CDKN and based in Cape Town. **This is an internationally recruited position.**

The Policy Officer will assist with or lead on a number of tasks. It's a multifaceted position well suited for an energetic candidate who can help advocate strategic partnerships, increased ambition and policy dialogues in support of enhanced policies and governance for adaptation and resilience across and between sectors.

Main responsibilities

- Contribute to the content, design and implementation of policy convening and thematic events:
 - Convene virtual and, eventually, in-person events in collaboration with a diverse set of partners – this includes support on content, logistical elements, post-event follow-through;
 - Help ensure effective coordination and information flows, both internal – between GRP Secretariat teams – and external – with partners and wider stakeholder base;
 - Engage community between events to further enhance policy advocacy for specific adaptation and resilience actions;
 - Assist in developing novel ways of engagements to avoid digital exclusion during COVID-19 and beyond.
- Support and engage with work under Resilience Knowledge Coalition, especially as it relates to the policy and investment stream of work, including;
 - Mainstreaming: Support vulnerable countries to integrate and mainstream climate resilience into government planning and decision-making;
 - Frontline funds: Strengthening engagement of communities in the design and delivery of actions and investments on resilience;
 - Voices from the Frontline: Working with vulnerable communities to share best practice around the opportunities and obstacles to building resilience, especially in the face of challenges from COVID-19.
- Support processes under the [UNFCCC MPGCA](#) area of work, including:
 - Supporting Adaptation and Resilience pathway and narrative work;
 - Supporting, engaging and growing the partnership under Climate Resilient Network and broader networks, in particular to ensure wider representation from partners from the Global South;
 - Help maintain and update information on MPGCA portal and GRP website relevant to the policy stream of work;
 - Support work to COP 26 and beyond.
- Support on a range of other tasks, as they emerge, such as liaising with GRP and outside partners, preparing information and background materials, representing GRP at external meetings.
- Supports the delivery of tasks on time and within budget.

Qualification requirements

- University degree (Master-level) in a relevant field;
- Minimum of 5 years work experience in the field of international development. Experience working with intergovernmental organizations, international financial institutions, and private sector preferred.



- Experience of working in the Global South – especially in LDCs or SIDS.
- Strong understanding of resilience and adaptation framework, UN SDGs, Paris Agreement and other regional-to-global initiatives on resilience and adaptation.
- Writing skills and proven experience in drafting different types of documents (reports, outcome documents, policy briefs, policy blogs, speaking points) in English.
- Strong experience engaging and communicating with diverse sectors and stakeholders from Executives and senior government officials through to grassroots community representatives.
- Excellent organization and project management skills, with proven ability in prioritising workloads, meeting deadlines and timely delivery
- Adaptive, independent and works well as part of a multi-disciplinary, dispersed (virtual) and fast-paced team in a complex international environment.
- Interest in and understanding of resilience and international development cooperation.
- Excellent ability to express themselves in English, both orally and in writing. Additional languages (French and/or Spanish) an asset.
- Sound analytical and organisational skills.
- Availability to travel internationally on occasion (post COVID-19).

Management arrangement

- Reports to the GRP Policy Officer Lead and SSN Director
- Is part of GRP Policy team, working in close coordination with the entire Secretariat.

Terms of employment

This is a full-time position with a one year contract that is subject to renewal. Start date as soon as possible. GRP strives to be a workplace free from discrimination and with equal opportunities for all.

Contact

For questions please contact Anastasia Brainich abrainich@globalresiliencepartnership.org or Geraldine Kwenda talent@southsouthnorth.org. The recruiting process will start from Wednesday 4 November and close on Friday 27 November 2020.

Application

To apply, please complete the Google Form, upload your C.V. and cover letter via the following link: [Policy Officer Application](#)

GRP is an equal opportunity employer and emphasises the importance of diversity and inclusiveness in the Partnership and the Secretariat. Preference will be given to candidates from the global South.

We look forward to receiving your application!