



VACANCY ANNOUNCEMENT

The Economics of Ecosystems and Biodiversity (TEEB) Initiative

(Issue date: **8 June 2011**)

ORGANIZATION:	UNEP/DTIE
DUTY STATION:	Geneva
FUNCTIONAL TITLE:	Project Officer
GRADE:	Consultancy Contract
DURATION:	6 months (with possibility for extension up to one year) starting as soon as possible
REMUNERATION:	Approximately US\$7000/month (depending on qualifications and experience)
CLOSING DATE:	24 June 2011

Background:

At the meeting of the G8+5 Environment Ministers in Potsdam, Germany (March 2007), the participating countries called for a global study on “the economic significance of the global loss of biological diversity” as part of a “Potsdam Initiative” for biodiversity.

The Economics of Ecosystems and Biodiversity (TEEB) initiative was launched in order to respond to this mandate and resulted in the production of the following series of reports focused on improving understanding of the economic costs of biodiversity loss and ecosystem degradation and to communicate this understanding to key stakeholders:

- 1. TEEB - Ecological and Economic Foundations.** A report on the fundamental concepts and methodologies for economic valuation of biodiversity and ecosystem services;
- 2. TEEB - National and International Policy Making.** A report providing analysis and guidance on how to value and internalize biodiversity and ecosystem values in policy decisions;
- 3. TEEB - Local and Regional Policy and Management.** A report providing analysis and guidance for mainstreaming biodiversity and ecosystem values at regional and local levels, illustrated with case study examples; and
- 4. TEEB – Business and Enterprise.** A report providing analysis and guidance on how business and enterprise can identify and manage their biodiversity and ecosystem risks and opportunities.

These reports are available at www.teebweb.org.

The TEEB initiative is now entering a new phase of implementation focused on facilitating TEEB national and sectoral studies; expanding the TEEB network of experts; and expanding TEEB communications and outreach.

UNEP is seeking to engage a consultant to serve as a Project Officer and support the management and implementation of these activities.

Duties and Responsibilities:

The position is located in the UNEP Economics and Trade Branch offices in Geneva, Switzerland. Under the supervision of the UNEP TEEB Coordinator, the incumbent will be responsible for programmatic/operational tasks necessary for the successful implementation of the TEEB initiative.

More specifically, the Project Officer will be responsible for the following:

(I) Coordination

- Manage the expansion of the global network of TEEB experts.
- Plan, organize, participate in, and report on, internal TEEB consultations (e.g. Advisory Board and Project Coordination Group meetings) and public events (e.g. expert/stakeholder workshops).

(II) Facilitation

- Prepare all Terms of Reference and funding agreements for institutions and experts related to supporting TEEB national and sectoral studies.
- Provide substantive reviews of the draft deliverables and solicit feedback from external experts and peer reviewers to ensure the scientific soundness of the deliverables.

(III) Strategizing/Planning

- Provide advice to the TEEB Project Coordination Group and TEEB Advisory Board on overall project implementation and on the development of the TEEB project deliverables.
- Develop fundraising proposals for governments and international organizations to support additional TEEB activities.

(IV) Reporting

- Prepare all substantive and financial reports to the donors and UNEP, including interim reports, final reports, and annual UNEP progress reports on the implementation of the project.
- Monitor and report on all project expenditures according to UNEP rules and regulations.
- Monitor and assess project development and implementation.
- Identify problems and issues to be addressed, report to TEEB Advisory Board and Project Coordination Group and UNEP senior management as appropriate and initiate corrective actions.

Competencies:

Professionalism – Proven technical and project management expertise in the field of environmental economics; shows pride in work and in achievements; and shows persistence when faced with difficult problems or challenges.

Planning and organizing – Proven ability to plan, organize and manage projects, requiring an in-depth understanding of its strategic direction; ability to organize and service inter-governmental bodies and technical meetings. Excellent coordination skills and ability to work under pressure while handling multiple activities concurrently.

Teamwork – Excellent interpersonal skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity, including gender balance.

Communication – Effective written, oral and presentation skills, including the ability to draft and edit reports, studies and other documents; ability to effectively chair meetings and develop consensus, defend difficult issues and positions to senior officials; and ability to provide advice and guidance.

Qualifications:

Education: Advanced university degree (Master’s degree or equivalent) in economics, management, or related area with a specialization in the environment. A first degree in combination with qualifying experience may be accepted in lieu of the advanced degree.

Experience: A minimum of seven years of progressively responsible experience in environmental matters at the international level, project/programme implementation, and administration. Experience working with governments an advantage.

Languages: English and French are the working languages of the United Nations Secretariat. For this post, fluency in spoken and written English is essential. Knowledge of another UN language is an advantage.

UNEP shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs (Charter of the United Nations - Chapter 3, article 8). English and French are the two working languages of the United Nations Secretariat.

How to apply

All applicants are strongly encouraged to apply as soon as possible after the vacancy has been posted and well before the deadline stated in the vacancy announcement. It is preferable for applications to be sent in by email with a clear indication of the “Functional Title” associated with the application.

A letter of motivation as well as a UN P11 form/Curriculum Vitae should be sent to:

Rahila Somra
Administrative Assistant
Economics and Trade Branch
11-13, Chemin des Anémones
CH-1219 Châtelaine, Geneva
e-mail: rahila.somra@unep.org