



Call for International Experts/Specialists to support the Green Climate Fund on funding proposal assessments

I. Background

1. The Green Climate Fund (GCF) was established by Parties to the UNFCCC at its meeting in Cancún in December 2010, and formally launched in 2011 when the Governing Instrument of the GCF was adopted and approved.
2. The GCF is set to become a main international financial institution for the delivery of climate finance in support of mitigation and adaptation activities in developing countries.
3. The GCF is governed and supervised by a Board that has full responsibility for funding decisions. The GCF has a Secretariat with responsibility for the executive management and operations of the Fund. The GCF also has a Trustee in charge of the management of the Fund's financial assets and financial reporting thereof.
4. In the GCF's proposal approval process (decision B.07/03), entities accredited to the GCF will submit funding proposals to the Secretariat for consideration, with a no-objection from the relevant national designated authority. The Secretariat will review the funding proposals from accredited entities on a rolling basis and will perform second-level due diligence on the proposals. The expert/specialist will support the Secretariat by reviewing specific aspects of the funding proposal(s) that align with the expert/specialist's core expertise.

II. Minimum required qualifications and key fields of competencies

5. Individuals interested to serve as international experts/specialists must have prior experience developing, reviewing and/or evaluating project/programme proposals. Experience with the supervision and oversight of project/programme implementation is desirable.
6. Applicants must also demonstrate recognized technical capacity and expertise, supported by at least 7 years of relevant professional experience in an international environment, in at least one of the following technical specialties:
 - (a) Experience with financial analysis on a project/programme level;
 - (b) Experience with economic analysis on a project/programme level;
 - (c) Risk analysis of projects/programmes, particularly for the management of financial and operational risks;
 - (d) Experience with fiduciary and procurement processes, particularly as they apply to national and/or international institutions;
 - (e) Implementation and oversight of environmental and social safeguards and policies, including gender policies; and/or
 - (f) Design and implementation of results management frameworks for the monitoring and evaluation of projects and programmes.
7. More broadly, individuals interested to serve as international experts/specialists should demonstrate the following qualifications:
 - (a) Extensive operational experience in some of the Fund's result areas:
 - i. Reduced emissions from:
 - Energy access and power generation
 - Low emission transport
 - Buildings, cities, industries, and appliances
 - Forests and land use

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 - i. Reduced emissions from:
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ii. Increased resilience of:

- Livelihoods of people, communities, and regions
- Health and well-being, and food and water security
- Infrastructure and the built environment
- Ecosystems and ecosystem services;

(b) Professional experience in the financing, development, and implementation of public and/or private sector projects in developing countries;

(c) Working knowledge of the project management cycle, including origination, implementation, and activity oversight; and/or

(d) Familiarity with United Nations Framework Convention on Climate Change, the Intergovernmental Panel on Climate Change, and other relevant processes is desirable.

8. In addition to the above, interested individuals must demonstrate an unquestionable personal reputation, integrity, and ethical behaviour throughout his or her professional career.

9. The working language of the GCF is English. Fluency in another language, particularly an official language of the United Nations, is a plus.

III. Application and selection procedure

10. Interested individuals should submit their expression of interest by providing a full documented CV and a cover letter specifying their technical specialties, based on their skills and experience, from those listed in paragraph 6 above.

11. Responses to this call should be sent via email to roster@gcfund.org.

12. The subject line of the email message should follow the following format:

13. *Subject:* Expression of interest international experts/specialists – [FIRST NAME] [FAMILY NAME]

14. The file containing the curriculum vitae should be named “CV [FAMILY NAME]” (e.g. CV SMITH), and similarly, the file containing the cover letter should be named “Cover letter [FAMILY NAME]”.

15. Only the following formats will be accepted: MS Word, PDF, RTF.

16. The Secretariat may also seek the expertise and services of specialized consultancy firms in the key fields of competencies listed previously. The consultancy process for specialized firms will be similar to that for individuals, and firms are requested to send information that helps the Secretariat to assess the core specialties and level of expertise of the firm in lieu of a CV. Interested parties are requested to follow the same process as outlined above, substituting the name of the firm for the name of the individual applicant.

17. The experts/specialists will be selected through an open, transparent, and competitive process based on the criteria above and the annexed terms of reference.

18. The experts/specialists will be expected to work either on-site (preferred) or remotely. The Secretariat will communicate and assist with any travel requirements relating to the work of the experts/specialists. The time required for proposal review will depend upon the volume and complexity of funding proposals received.

19. Shortlisting will start on 20 July 2015 and will continue until the position is filled.

Annex: Terms of reference for International Experts/Specialists to support the Green Climate Fund on funding proposal assessments

I. Role and mandate

1. The international experts/specialists will support the Secretariat by reviewing specific aspects of the funding proposal(s) that align with the expert/specialist's core expertise. This will be done in accordance with the GCF's initial proposal approval process, and in order to provide additional technical expertise in the review of funding proposals for the Board's consideration.
2. The experts/specialists will be bound by these terms of reference (TOR) as well as by any relevant policies and procedures of the GCF, including the policy on ethics and conflict of interest for external members serving on panels, sub-committees and working groups of the Board. The rules of procedures of the Board, as well as any other relevant rules and guidelines to be adopted by the Board, will apply mutatis mutandis to the experts/specialists.
3. The experts/specialists, in the conduct of the technical assessment of funding proposals, will be provided with the relevant section(s) of final funding proposal and other necessary information that may reasonably be requested from the Secretariat.

II. Modalities of work

4. The experts/specialists will conduct its review of funding proposals on-site (preferred) or remotely. The dates and timelines for reviews will be determined by the Secretariat in accordance with the initial proposal approval process.
5. The Secretariat will provide the necessary operational and administrative support to the experts/specialists.

III. Compensation

6. A fee will be paid to experts/specialists in accordance with the GCF's rules and regulations, subject to the terms of their consultancy contracts. The time required for review of funding proposals will be determined in consultation with the Secretariat.

IV. Conflict of interest¹ and confidentiality

7. A conflict of interest arises when an expert/specialist has an interest, which may include but is not limited to a financial interest that could, or could be deemed to, improperly influence the performance of his or her official duties or responsibilities as an expert/specialist. A conflict of interest applies to, among others, experts/specialists who hold positions in government or non-governmental organizations, or who are working in, or have any contractual arrangement as consultants or otherwise with, an Accredited Entity of the GCF or an executing entity.
8. All actual or potential conflicts of interest, or the appearance thereof, shall be immediately disclosed in writing to the GCF's Integrity Unit. When the Integrity Unit determines that an actual or potential conflict of interest exists, the expert shall not participate in the matter that has given rise to the conflict absent a waiver from the Integrity Unit. The waiver may be designed to allow for any level of participation that the Integrity Unit deems appropriate.

¹ Conflict of interest provisions reflect the draft Policy on Ethics and Conflict of Interest for external members serving on Panels, Sub-Committees and Working Groups of the Board which will also apply to the international experts/specialists.

9. Furthermore, at the time of appointment, all experts/specialists will sign an Oath for external members serving the GCF.
10. Experts/Specialists shall adhere to the Policy on Ethics and Conflict of Interest for external members serving on Panels, Sub-Committees and Working Groups of the Board, as may be amended from time to time.
11. Experts/Specialists shall adhere to the GCF's information disclosure policy, as may be amended from time to time, including in respect of the treatment of confidential information.

V. Revision and termination of the terms of reference of the Expert/Specialist

12. The Fund may revise these TOR as necessary in order to incorporate lessons learned and to reflect the evolving technical needs of the GCF.
13. The mandate of the Expert/Specialist may be revised or terminated by the GCF, if deemed necessary.