



BACKGROUND

- The Adaptation Fund (the Fund), a trust fund housed within the World Bank, finances projects and programs that help vulnerable communities in developing countries build resilience and adapt to climate change. The Fund is an innovative financing mechanism set up by the Conference of Parties (COP) to the UN Framework Convention on Climate Change (UNFCCC). As of 1 January 2019, the Fund started serving the Paris Agreement.
- One of the innovative features of the Fund is that countries can have direct access to the funds through an accredited National Implementing Entity (NIE), without involvement of multilateral agencies such as development banks or UN agencies.
- The Fund adopted its first **Gender Policy (GP) and Action Plan(GAP)** in March 2016¹, which built drawing on and applying lessons learnt from then existing gender policies and gender action plans of other climate funds and systematically integrated key principles elaborated in the Fund’s own environmental and social policy (ESP), especially the principles of **access and equity**, on consideration of **marginalized and vulnerable groups** and of **human rights**. The Fund’s five-year **Medium-Term Strategy 2018-2022** (MTS) consisting of three pillars of ‘action, innovation and knowledge and sharing’ clearly sets **‘gender equality and the empowerment of women and girls’** as one of the four cross-cutting themes to be mainstreamed into the Fund’s processes as a necessary condition for MTS implementation and success.
- [The updated Gender Policy and Action Plan](#) was approved in March 2021. The Fund’s GP and GAP had been updated through multi-step and participatory approach from the independent review and assessment of the implementation of the original Gender Policy and Action Plan to the two rounds of public call for comments.
- The Adaptation Fund is recruiting a Gender Consultant (Short-Term Consultant) with a strong track record in gender mainstreaming work in adaptation projects/programmes who will support an implementation of the updated Gender Policy and Gender Action Plan of the Fund. The selected consultant will contribute to strengthening gender mainstreaming in the operations of the Adaptation Fund under the updated Gender Policy and Gender Action Plan of the Fund under the supervision of the Gender Focal Point of the Adaptation Fund Board

¹ The first Gender Policy and Action Plan of the Adaptation Fund adopted in March 2016 is available at https://www.adaptation-fund.org/wp-content/uploads/2016/03/AFB.EFC_18.5-Rev.1_Proposal-for-Gender-Policies-and-Action-Plan-of-the-Fund_final.pdf

Secretariat. Where the task is related to other work programme such as the Results-Based-Management (RBM) and knowledge management, the consultant will also receive guidance from the staff who are in charge of such areas of work.

Scope or Work

The consultant will be responsible for the following, but not limited to:

- Support the gender focal point in **implementing the updated Gender Policy and Action Plan**;
- Support in preparing report on the Fund's gender work and progress *for the **Adaptation Fund Board Report to CMP**(UNFCCC Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol)/ **CMA**(Conference of the Parties serving as the meeting of the Parties to the Paris Agreement)*
- Draft gender-dedicated section of **the Fund's Annual Performance Report** which will include the outcome of the application of the Fund's Gender Score Card to AF portfolio;
- Provide technical support to applying and implementing **Fund's Gender Score Card** to track and monitor progress in the implementation of the Fund's GP and GAP portfolio-wide: (i) for quality at entry; (ii) for quality during implementation; (iii) for quality at exit, which includes assessing, analyzing and documenting gender mainstreaming components in the project funding proposals, project performance reports, project mid-term performance evaluation reports, project completion summary and project terminal evaluation reports, in a timely and efficient manner;
- Provide technical support in **producing or updating AF instruments, policies and guidance documents** in line with AF Gender Policy and Action Plan (e.g., gender assessment; gender-responsive indicators, gender disaggregated data-collection; gender-responsive evaluation);
- Support organization of **gender trainings in person or in virtual setting** (such as for the Board, the secretariat, and/or implementing entities) and **gender events**, and preparing and/or participating in gender events/meetings organized by other organizations (e.g., UNFCCC, and other partner organizations);
- Provide support in developing and promoting AF gender-related knowledge products;
- Provide support in expanding and regularizing exchanges on gender work with AF partner organizations;

Qualifications:

- Advanced university degree in climate change, environmental and social studies, international relations, sustainable development, communications ('gender-related' is an

- advantage)
- At least five years of relevant professional experience with gender and climate change adaptation
 - Professional experience in reviewing, assessing, analyzing gender mainstreaming interventions in documents related to climate change adaptation projects/programmes (e.g., funding proposal, project performance reports, project evaluation reports)
 - Expertise in gender, especially in the context of climate change adaptation
 - Familiarity with the work of the Adaptation Fund, funding modalities, operations and its Gender Policy and Action Plan
 - Excellent analytical skills, strong writing skills, and capable of working with limited supervision meeting the give
 - Ability to capably juggle multiple tasks and priorities within tight timeframes
 - Ability to communicate often complex and technical ideas to a lay audience
 - Ability to build strong working relationship with people from different functions in a multicultural environment
 - Excellent written and verbal communication and document preparation skills in English
 - Excellent command of English. Proficiency in another UN language is an advantage

How to apply

- Interested applicants should submit a covering letter and a CV to afbsec@adaptation-fund.org with the subject title "Gender STC".
- The application deadline is **11:59 PM Eastern Standard Time, 18 August 2021**. Only shortlisted candidates will be contacted for a follow-up online or telephone interview (with a possibility of a written test).
- The successful candidate will be offered a short-term consultancy position, following the World Bank rules, for up to **40 working days with a possibility of extension** during fiscal year FY 22 (September 2021-June 2022).
- Start date is on **8 September 2021** (TBD).
- The work will be remotely, with a possibility of travel.