



ADAPTATION FUND

Short Term Senior Consultant (Part time) – / Support with Methodology to Track Aggregated Portfolio Impacts and Update of the Strategic Results Framework Adaptation Fund Board Secretariat

Background

The Adaptation Fund (AF) was established by the Parties to the Kyoto Protocol of the United Nations Framework Convention for Climate Change to finance concrete adaptation projects and programmes in developing countries that are particularly vulnerable to the adverse effects of climate change. As of 1 January 2019, the Fund started serving the Paris Agreement.

The World Bank acts as an interim trustee of the AF and the Global Environment Facility (GEF), through a dedicated team of officials, provides secretariat services to the Fund's governing body, the Adaptation Fund Board.

At its tenth meeting, the Adaptation Fund Board (the Board) approved a Results-Based Management (RBM) framework and an approach to its implementation (AFB/EFC.1/3/Rev.2) which describes, at the Fund level, goals, expected impact, outcomes, and outputs, as well as indicators and targets.

In October 2022, the Board approved the 2nd Medium-term Strategy (MTS) of the Fund (2023-2027), which consolidates the Fund's niche and comparative advantage, reconfirms the strategic areas of Action, Innovation and Learning & Sharing and introduces two new cross-cutting themes. Given the important programmatic developments of the Fund, the Board mandated the secretariat with the task of updating and strengthening the Fund's Strategic Results Framework (SRF) in alignment with the new MST.

The Fund develops an Annual Performance Report (APR) which highlights the unique value of the Fund's pioneering sustainable and scalable projects, and provides a wide range of information on, inter alia, the progress of the implementation of the current Fund's MTS.

As of February 2023, the Fund has committed a total of US\$ 988 million for 139 projects to increase climate resilience in over 100 countries around the world. The approved concrete projects are expected among others to benefit a total of 36 million people; create, protect or rehabilitate about 575,000 hectares of natural habitats; install 516 early warning systems, protect more than 162,000 meters of coastline, train more than one million people in climate resilience measures, and introduce or adjust nearly 100 policies, to address climate change risks.

The information on these projects and programmes is recorded on the Fund's website and the online Financial Intermediary Funds (FIF) platform, to facilitate the exchange of information with relevant stakeholders, keep transparency, and track all the projects' portfolio.

To support its results-based management (RBM) team, the secretariat is looking for a short-term senior consultant (STC) to develop a methodology to track aggregated portfolio actual impacts and update the Fund's SRF in alignment with the current MTS.

The STC will be supervised by the RBM lead (Senior Climate Change Specialist), the RBM Climate Change Specialist and be accountable to the Manager of the Adaptation Fund Board secretariat.

Scope of Work

The consultant will primarily be engaged to develop a proposal for the update and revision of the Fund's SRF in line with the Fund's programmatic developments and the current MTS.

In addition, the consultant will develop a methodology to track aggregated actual impact results for the Fund's portfolio and will update and revise the indicators for tracking Fund level processes, called "efficiency and effectiveness indicators" which the secretariat needs to report on annually as part of the APR.

Specific duties include:

- Undertaking an initial assessment of the Fund's current methodologies to track aggregated results for the Fund's portfolio and related documents;
- Review the current AF'SRF with a view to align it with the new MTS and its implementation plan including options for new core indicators and outcomes;
- Review the corporate results frameworks of other climate funds and adaptation funders, identify best practices and present options to better align with best practices from other adaptation funders;
- Review the Fund's SRF and develop draft revisions for consideration by the Board;
- Development of data collection protocols and reporting workflows for online and offline data collection;
- Development of methodology to track aggregated actual impact results for the Fund's portfolio for the core impact indicators;
- Review existing monitoring and evaluation approaches and information management systems and ensure that they can provide necessary data for measuring progress against indicators;
- Propose/suggest the enhancement of portfolio dashboards under FIF to update internal and external stakeholders on a regular basis e.g., APR report, AF secretariat cross team, Board members, and AF external communication;

- Propose an amendment to the current efficiency and effectiveness indicators included in the Annual Performance Report, to better track Fund-level processes, reflecting the developments under the new MTS and implementation plan;
- Develop operational guidelines, protocols and templates on tracking impact and results management as part of the Fund's operational manual.

Expected Deliverables

- An inception report summarizing the initial assessment of the Fund's current methodologies to track portfolio results and best practices from other adaptation funders;
- An updated Fund's SRF aligned with new MTS and implementation plan including options for reporting (core indicators and outcomes);
- A draft data collection protocols and reporting workflows for online and offline data collection;
- Draft methodology to track aggregated actual impact results for the Fund's portfolio for the core impact indicators;
- Options for amendment to the current efficiency and effectiveness indicators included in the Annual Performance Report and other portfolio reporting.

Selection Criteria

The specific qualifications required are:

- Master's degree in Economics/ Management / Social Science – Studies or related discipline. PhD qualification will be an advantage;
- Minimum 10 years of relevant work experience in project and program reporting and/or strategy and policy review; monitoring and evaluation and strategic planning, preferably with climate change adaptation related portfolios / work streams;
- Previous experience in the integration of RBM systems in governmental, international or private sector entities is a strong asset;
- Experience with reporting on the results of data analysis, with demonstrated capacity to pay attention to details;
- Proven analytical and problem-solving skills, and proven ability to apply these skills in a practical setting, including the ability to identify issues, present findings / recommendations and contribute to resolution of evaluative challenges;
- Strong competence and professional skills in standard software such as Excel, Word, PowerPoint, Outlook, Access and Stata;
- Exceptional organizational skills, facilitating communication between various levels of management, and multi-tasking to meet deadlines with high-quality deliverables;
- Excellent command of English, written as well as spoken.

Additional Information

Interested candidate may wish to familiarize themselves with the institutional background of the Adaptation Fund (www.adaptation-fund.org)

Duration of work

Specified number of 20 days from 10 April to 30 May 2023 with a possibility of extension (TBC).

Remote based-work

Application Process

Interested candidates should submit a CV with a letter of interest, or other relevant experience, to the AFB secretariat: afbsec@adaptation-fund.org with copy to mdorigo@adaptation-fund.org by 22 March, 2022 with the subject line: application for Senior STC – RBM team

Interviews will be conducted virtually.