



**UNITED NATIONS
UNIVERSITY**

Duty station: Bonn, Germany

VACANCY ANNOUNCEMENT

Associate Project Manager: MCII Support for the InsuResilience Global Partnership Personnel Service Agreement (PSA)

Organizational Unit : United Nations University - Institute for Environment and Human Security (UNU-EHS)

Reference Number : 2020/UNU/EHS/PSA/APM/IGP/95

Closing Date : **22 January 2021**

United Nations University Objectives

The United Nations University (UNU) is an international community of scholars, engaged in research, postgraduate teaching and capacity development and dissemination of knowledge in furthering the purposes and principles of the Charter of the United Nations. The mission of UNU is to contribute, through research and capacity building, to efforts to resolve the pressing global problems that are the concern of the United Nations and its Member States. For more information, please visit <http://unu.edu>.

United Nations University Institute for Environment and Human Security (UNU-EHS)

UNU-EHS established in December 2003, is part of the UNU system, a worldwide network of Research and Training Institutes. Its mission is to advance human security through knowledge-based approaches to reducing vulnerability and environmental risks. For more information, please visit www.ehs.unu.edu.

Munich Climate Insurance Initiative (MCII)

MCII was initiated as a non-profit organisation by representatives of insurers, research institutes and NGOs in April 2005 in response to the growing realization that insurance solutions can play a role in adaptation to climate change, as suggested in the UN Framework Convention on Climate Change and the Kyoto Protocol. This initiative is hosted at the United Nations University Institute for Environment and Human Security (UNU-EHS). As a leading think tank on climate change and insurance, MCII is focused on developing solutions for the risks posed by climate change for the poorest and most vulnerable people in developing countries. www.climate-insurance.org

The project “**MCII Support for the InsuResilience Global Partnership**” is implemented as a technical advisory to the InsuResilience Global Partnership, which brings together representatives of the G20 and the V20 (Vulnerable Twenty Group of Ministers of Finance) and representatives of international organizations, the private sector, civil society and academia. In this capacity, MCII acts as a member of the Partnership, including by co-chairing the Partnership's Principle and Impact Working Group and providing technical advisory and support to the V20 regarding their engagement with InsuResilience and the development of the V20-led Sustainable Insurance Facility (SIF). The overall aim of the InsuResilience Global Partnership is to scale up and broaden climate and disaster risk finance, including insurance, to protect 500 million poor and vulnerable

people in climate-vulnerable developing countries. The German Corporation for International Cooperation (GIZ) provides funding for the project on behalf of the German Federal Ministry for Development and Economic Cooperation (BMZ).

Responsibilities

Under the authority of the Vice-Rector / Director of the United Nations University Institute for Environment and Human Security (UNU-EHS) and the guidance of the Munich Climate Insurance Initiative (MCII) Head of Unit/Executive Director, the appointee will be entrusted with the following tasks:

- Manage the project “Support for the InsuResilience Global Partnership (Climate Risk Insurance) – Phase IV”; ensure the timely delivery of project outputs and actively lead project resource planning, monitoring, and execution.
- Act as MCII focal point on the project and manage the communication and interaction with project partners and the donor to ensure a successful implementation of the project.
- Engage in preparation of contracts, financial monitoring and M&E.
- Actively manage project reporting processes towards project donor and partners, as well as UNU and MCII as requested, and provide regulatory project updates to MCII Team and MCII head of unit.
- Coordinate the work packages of the MCII InsuResilience project, including publication packages (e.g. policy reports, factsheets, submissions, etc.), workshops, meetings and communications.
- Provide technical advisory and support for the InsuResilience Global Partnership and the V20 Group on issues pertaining to climate and disaster risk financing for vulnerable countries and climate-smart insurance for micro, small and medium-sized enterprises, including through research and fact sheets as needed.
- Coordinate the further development and implementation of the V20-led Sustainable Insurance Facility (SIF) with a focus on V20 members from Asia-Pacific, and lead engagement and communication with relevant key staff members and external partners, including through stakeholder workshops and field missions as needed.
- Contribute to project concept notes, proposals, develop research programs and write scientific articles as needed.
- Actively expand project opportunities based on ongoing engagement.
- Represent the organization at relevant expert meetings, and conferences as needed.
- Any task in support of the MCII Head of Unit, as agreed.

Required Qualifications and Experience

- Master’s degree in a relevant field.
- Motivation to be a change-maker in international processes and policy influence on topics of climate risks.
- Proficient understanding of the nexus between climate adaptation, disaster risk management, and financial systems development/climate risk insurance.
- Knowledge and experience in working with small businesses in developing countries, including a good grasp of business-related risks, with an in-depth understanding of exposure to NAT-CAT risks and associated challenges is an asset.
- The candidate should have work-experience including in a developing country context and/or in international advisory function.

- Experience in project management and stakeholder interaction required.
- Proven ability to structure work processes and successfully deliver project results.
- Initiative seeker with a strong hands-on attitude who brings practical thinking towards achieving results, and demonstrates the ability to further expand project opportunities (incl. interaction with partners and funding institutions).
- Demonstrated critical thinker with a strong interest to provide social innovation in the frame of MCII's mission.
- Excellent writing and communication skills with a fluency in spoken and written English.
- Track-record of demonstrated abilities in public speech, including clear and effective communication and presentation skills.
- Strong team player with strong interpersonal skills committed to working in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- This position requires the candidate to travel – including overseas travel - as needed by the project work-plan.
- Existing professional networks consisting of contacts to academic partners, disaster risk management organizations, relevant development actors and/or UN organisations is an asset.
- Experience working for or with governmental and non-governmental organisations, especially in the Philippines, Bangladesh, Fiji or the Marshall Islands is an asset.

UNU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities to apply and become part of the organization.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.

Working Hours: 40h/week

Remuneration: Remuneration will be commensurate with qualifications and experience.

Duration of Contract:

The successful candidate shall work under a Personal Service Agreement (PSA) for a fixed period of twelve (12) months with the perspective of renewal. The combined duration of appointments under a PSA shall not exceed six (6) years.

This post is open to applicants from all countries and UNU will aid the successful applicant in securing a work visa for Germany, as necessary. It is, however, a locally recruited post and no relocation allowances apply. The duty station will be Bonn (Germany). The successful candidate will be employed under a local contract and will not hold international civil servant status nor is he/she/they a “staff member” as defined in the United Nations Staff Rules and Regulations.

Under the given circumstances regarding the ongoing COVID-19 pandemic, possible work arrangements (Bonn, or remotely) will be discussed with shortlisted candidates during the interview process. Arrangements would be temporary in nature with the established duty station as per contract being Bonn, Germany.

Starting Date: February 2021, or as soon as possible

Application Procedure:

Interested applicants should submit their applications and all required documents listed below online through [Impactpool](#):

- a cover letter setting out how the qualifications and experience match the requirements of the position;
- a curriculum vitae
- an indication of the reference number of the vacancy announcement (2020/UNU/EHS/PSA/APM/IGP/95).