



UNITED NATIONS
UNIVERSITY

Duty station: Bonn/Germany

VACANCY ANNOUNCEMENT

Project Manager: Climate Risk Adaptation and Insurance in the Caribbean (CRAIC) (Personnel Service Agreement - PSA)

Organizational Unit	:	United Nations University - Institute for Environment and Human Security (UNU-EHS)
Reference Number	:	2021/UNU/EHS/PSA/PM/CRAIC/30
Applications to	:	hrbonn@vie.unu.edu
Closing Date	:	30 April 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) 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 <http://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

From 2011 to 2014, MCII led and coordinated the **Climate Risk Adaptation and Insurance in the Caribbean (CRAIC)** project to help target countries in the Caribbean address some of the challenges to sustainable development posed by a changing climate. Phase I developed and implemented two index-based insurance products to help vulnerable people in the low income segment of the population to better recover from impacts of extreme weather events on their livelihoods. From 2017 to 2019, MCII is leading and coordinating phase II of the project, with the aim to solidify the efforts of the first phase and to scale up into two additional countries to further develop, refine and enhance climate risk insurance products across the Caribbean region. The target countries are Jamaica, St. Lucia, Grenada, Belize and Trinidad & Tobago.

Responsibilities:

Under the authority of the 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 successful candidate will be entrusted with the following tasks:

- Manage the CRAIC project and ensure that project deliverables and indicators are achieved.
- Liaise with the donor and project partners in order to ensure the successful implementation of the project.
- Coordinate with the MCII Head of Unit, MCII Insurance Advisor, and CCRIF SPC's (formerly the Caribbean Catastrophe Risk Insurance Facility) Regional Project Manager to ensure the successful implementation of the project in accordance with the project proposal, suggesting ways to build upon the results of the first and second phases of the project.
- Ongoing monitoring of project budget and deliverables, project progress, risks and opportunities; develop and implement strategies to manage evolving project challenges.
- Monitor product performance by setting up Key Performance Indicators (KPIs) that insurers will report to MCII and CCRIF SPC and maintain oversight of technical adjustments to the products in close coordination with the MCII Insurance Advisor.
- Maintain close contact with CRAIC's risk modelling and calculating agent service provider to maximize efficacy of implemented products, facilitate collaboration with the local insurers, and verify adequacy of services rendered.
- Provide high level technical support on CRAIC to facilitate regulatory approval and develop new product features such as incorporating disaster risk reduction elements and orchestrating group policies.
- Strategically guide MCII engagements and objectives within the Caribbean to ensure professional and efficient communication and collaboration with various internal and external stakeholders across projects.
- Manage relationship with CCRIF SPC and other project partners to achieve institutionalization of micro- and meso-level climate insurance in the Caribbean region and further MCII's agenda of strengthening the disaster risk management-resilience nexus.
- Lead and ensure the timely preparation and submission of inputs to meet reporting requirements and lead the process of the donor reporting, including preparation of materials for regular donor updates on project progress (deliverables, activity reporting, and other reporting as required).
- Provide technical contribution to other MCII projects, including those related to research and policy, and especially those based in other small island states such as the islands of the Pacific region.
- Represent the organization at regional and international climate and disaster risk financing and insurance events, expert meetings, and conferences as needed.
- Prepare and participate in field missions and support the project consortium members in contacting local actors. Work to actively strengthen relationships with strategic partners and donors.
- Communicate with the MCII Board and Project Advisory Group as needed.
- Actively co-develop and fundraise new programming activities for MCII following the experience of the CRAIC project. Any task in support of the MCII Head of Unit, as agreed.

Required Qualifications and Experience:

- Master's degree in insurance, economics, finance, commerce or any relevant field.
- At least 5 years of working experience required, including track-record of managing projects in development cooperation or related fields;
- Excellent writing, presentation and communication skills with a fluency in spoken and written English. Additional languages such as Caribbean Creoles, Patois, and Spanish would be an asset;
- Strong team player with strong interpersonal skills demonstrated by the ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Critical thinker with a strong interest to provide social innovation in the frame of MCII's mission.
- Ability to travel as this position may entail a high degree of travel.

Preferred Qualifications and Experience:

- Experience working in the Caribbean region, preferably Jamaica, St. Lucia, Grenada, Belize, or Trinidad and Tobago; Fieldwork experience in different developing country contexts is an asset;
- Technical understanding of insurance products and operations. Understanding of key innovations in the sector. Knowledge about index-insurance approaches.
- A good understanding and/or experience in technical and organisational disaster risk reduction and -management and climate change adaptation;
- Ability to negotiate with partners and funding institutions;
- Existing professional networks consisting of contacts to academic partners, private insurers, government officials (e.g. insurance regulators, disaster risk management authorities and related), relevant development actors and/or UN organisations would be preferred;
- Track-record of public presentation and interaction with stakeholders;

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:

This is one (1) year Personnel Service Agreement (PSA) contract with the possibility of renewal subject to requirements and satisfactory work performance, with the combined duration of appointments not exceeding 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 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, and contractually the duty station would remain Bonn, Germany.

Starting Date: As soon as possible

Application Procedure:

Interested applicants should submit their applications by e-mail (to hrbonn@vie.unu.edu), and must include the following:

- A cover letter setting out how their qualifications and experience match the requirements of the position;
- A curriculum vitae and a completed and signed [UNU Personal History \(P.11\) form](#) downloadable from the [UNU website](#). Please avoid using similar forms provided by other United Nations organizations;
- Full contact information of three referees; and the application must also indicate the reference number of the vacancy announcement (2021/UNU/EHS/PSA/PM/CRAIC/30).