

Daily Notices circulated by the Government Information Office

Wednesday, 16 October 2019

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On Behalf of the Department of Commerce, Industry and Environment

Job vacancy - GCF Project Coordinator

Closing Date: No later than 5pm Friday 25th October 2019

Position Title : GCF Project Coordinator
Department : Commerce, Industry and Environment
Base : Climate Change Division
Duration : The contract period is from November 2018 – June 2020

Duties/Responsibilities: The GCF Coordinator will report to the NDA for strategic direction, the Director of Climate Change for operational issues and to PIFS for contractual issues.

The national GCF Coordinator, under the guidance of the Nauru NDA and Director of Climate Change, will:

1. Strengthen the Capacity of the NDA – Capacitate the office of the GCF NDA and lead capacity building activities, awareness and support the NDA’s enhanced engagement with the GCF and accredited entities, in close collaboration with DCIE. Also establish a national GCF Steering Committee that will be inclusive of government, civil society and private sector representatives.
2. Oversee Nauru’s Readiness Program – Manage the GCF Readiness program and work alongside PIFS (Delivery Partner) to identify and manage the GCF Assistant, expert consultants, design and lead activities, co-facilitate, monitor and report on the successful implementation of the program.
3. Develop Nauru’s Strategic Framework for the GCF – Nauru currently has the NDC commitments and the RONAdapt 2015, which represent the Government of Nauru's response to the risks to sustainable development posed by climate change and disasters. The Coordinator will be expected to provide oversight for the development of Nauru’s GCF Country Programme (Strategic Framework) building on the priorities identified in existing plans and policies.

SPECIFIC TASKS

Managerial Functions

- Support and provide policy advice to the NDA (Secretary of Foreign Affairs), Secretary of DCIE, Director of Climate Change, other line agencies and the GCF Steering Committee on GCF and other climate finance related issues;
- Promote and maintain a suitable environment for teamwork within the GCF Steering Committee, the Office of the NDA, and with the Division of Climate Change;
- Promote the participation of relevant government, civil society and private sector representatives in Nauru in climate finance activities;
- Prepare and implement annual workplans of the GCF Steering Committee, NDA Office and the DCIE Division of Climate Change, including strategic and/or innovative initiatives to be explored and set delivery and financing targets;
- Set annual performance parameters and learning objectives for the GCF Steering Committee
- Ensure coordination with other relevant programmes and projects implemented in Nauru;
- Build and maintain an effective relationship with key partners, accredited entities and stakeholders, and keep the GCF Steering Committee, NDA, DCIE and PIFS (Delivery Partner) informed as appropriate.

Programme Development and Management

- Keep abreast of the national climate finance concerns and priorities as well as economic conditions and trends as they relate to the GCF program and its focal areas, and assess their impact on the proposed GCF pipeline;
- Keep an updated database and mapping of potential and current GCF projects nationwide;
- Contribute to the formulation of the GCF Country Programme and its review and update;
- Exercise quality control over the development of a portfolio of project ideas and concepts, and closely monitor the programme implementation progress and results;
- Organize periodic stakeholder workshops and project development sessions for the private sector, NGOs, Community Based Organizations (CBO) and local communities, and other stakeholders to explain about GCF, and to assist potential applicants in making the link between local climate impacts and the global concerns of the GCF focal areas and operational programmes;
- Work closely with government agencies, the private sector, NGOs and CBOs in preparation of project concepts and proposals to ensure that individual projects fit the GCF Strategic Framework;
- Organize and facilitate monthly meetings and regular email discussions of the GCF Steering Committee;
- Work closely and support the GCF Steering Committee, NDA and the Director of Climate Change in their deliberations during the process of project proposal selection and approval, especially the initial appraisal of proposals and assessment of eligibility;
- Foster operational and policy linkages between the GCF and other climate development projects, planned or underway in the country, as well as those of other sector donors and development partners;
- Report periodically to the GCF Steering Committee, the NDA, the Director of Climate Change, PIFS (Delivery Partner) on programme implementation status, including financial reporting;
- Ensure consistency of Nauru's GCF Portfolio pipeline with national policies and GCF objectives;

- Identify opportunities and areas eligible for GCF support, and mobilize resources from the Government, donors and other partners to best leverage the GCF resources;
- Undertake public awareness about the GCF, in both English and the Nauruan language;
- Document lessons learned and best practices in GCF programme/project development, implementation, and oversight; and
- Access global best practices, share them with other local and international stakeholders and ensure their incorporation into the GCF portfolio and project design process.

QUALIFICATIONS

Competencies:

- Excellent analytical and writing skills;
- Excellent teamwork and management skills;
- Excellent communication and interpersonal skills; and
- Good negotiation and problem-solving skills.

Education & Experience:

- University degree in environmental fields, Climate Change, Environmental Economics, Natural Resources Management, Finance, Business Administration or similar field.
- At least 3-5 years of relevant experience in development work, project proposal writing, and ideally including previous management experience, preferably with specialized experience in any of the GCF focal areas at the national level.
- Fluency in English and strong Nauruan proficiency.
- IT skills Proficiency in standard computer software (word-processing, excel, presentations, Skype, databases and internet/web-based tools).

TIMEFRAME OF THE ASSIGNMENT

The contract period is from November 2018 – June 2020.

CLOSING DATE: No later than 5pm Friday 25th October 2019

APPLICANTS ARE REQUESTED TO SUBMIT THEIR EOI & CV TO -
 CONTACT POINT: Department of CIE, Director of Climate Change (557 3180)
 EMAIL: reagan.moses@gmail.com

On Behalf of the Department of Commerce, Industry and Environment

Job vacancy - GCF Project Assistant

Closing Date: No later than 5pm Friday 25th October 2019

Position Title : GCF Project Assistant
 Department : Commerce, Industry and Environment
 Base : Climate Change Division
 Duration : The contract period is from November 2018 – June 2020

Duties/Responsibilities: The GCF Assistant will report to the NDA for strategic direction, the Director for Climate Change for operational issues and to PIFS for contractual issues.

The national GCF Assistant, under the guidance of the GCF Coordinator, Nauru NDA and Director of Climate Change, will:

1. Assist the strengthening of the NDA Capacity – Under the guidance of the GCF Coordinator and the NDA, assist in the development and delivery of capacity building activities, awareness and facilitate the NDA's engagement with the GCF and accredited entities.
2. Administrative and Financial support to Nauru's Readiness Program – Provide day-to-day administrative and financial management support to the GCF Readiness program and work alongside PIFS (Delivery Partner) and the GCF Coordinator to identify and manage expert consultants, design and implement activities, monitor and report on the successful implementation of the program.
3. Support the Development of Nauru's Strategic Framework for the GCF – Support the Coordinator with consultation workshops to develop Nauru's GCF Country Programme (Strategic Framework) building on the priorities identified in existing plans and policies. The framework will also include a pipeline of projects over the medium and long-term, preferably costs, that will form the basis for Nauru's continuous strategic engagement with the GCF and other climate funds.

SPECIFIC TASKS

Programme Support and Management

- Provide administrative and financial support to the readiness programme, in line with PIFS (Delivery Partner) financial and procurement policies, and guided by the Implementation Agreement signed in September 2016;
- Keep abreast of the national climate finance concerns and priorities as well as economic conditions and trends as they relate to the GCF program and its focal areas, and assess their impact on the proposed GCF pipeline;
- Support the upkeeping of an updated database and mapping of potential and current GCF projects nationwide;
- Contribute to the formulation of the GCF Country Programme and its review and update;
- Assist the Coordinator to organize periodic stakeholder workshops and project development sessions for the private sector, NGOs, Community Based Organizations (CBO) and local communities, and other stakeholders to explain about GCF;
- Work closely with government agencies, the private sector, NGOs and CBOs in preparation of project concepts and proposals to ensure that individual projects fit the GCF Strategic Framework;
- Support the Coordinator to organize and facilitate monthly meetings and regular email discussions of the GCF Steering Committee;
- Report periodically to the GCF Steering Committee, the NDA, the Director of Climate Change, PIFS (Delivery Partner) on programme implementation status, including financial reporting;
- Support public awareness initiatives about the GCF, in both English and the Nauruan language; and

- Document lessons learned and best practices in GCF programme/project development, implementation, and oversight.

QUALIFICATIONS

Competencies:

- Excellent analytical and writing skills;
- Excellent teamwork and management skills;
- Excellent communication and interpersonal skills; and
- Good negotiation and problem-solving skills.

Education & Experience:

- Diploma or degree in accounting, administration, economics, business or similar field.
- At least 1-3 years of relevant experience in administrative or accounting at the national level.
- Fluency in English and strong Nauruan proficiency.
- IT skills Proficiency in standard computer software (word-processing, excel, presentations, Skype, databases and internet/web-based tools).

TIMEFRAME OF THE ASSIGNMENT

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CONTACT POINT: Department of CIE, Director of Climate Change (557 3180)

EMAIL : reagan.moses@gmail.com

On Behalf of Nauru Rehabilitation Corporation

Land portion payout

This is to inform landowners of the following land portions listed below, that because of the relocation of the quarry site, NRC is in the process of reviewing all lands utilised, and are determining which lands are still required and which lands are to be released.

Therefore, NRC will be paying out the month of October only for this 2nd QTR 2019/2020 rental payout.

See land portions below:

LAND PORTIONS

Portion 162 – Anibare	“Toquirom”
Portion 164 – Anibare	“Anibubu”
Portion 165 – Anibare	“Arro”
Portion 360 – Anibare	“Aroeo”
Portion 379 – Anibare	“Irue”

Apologies for any inconvenience caused.

For enquiries, call 557 3231 or 557 3313.

Daily Notices are circulated by the Nauru Government Information Office on behalf of departments and SOEs
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gio.nauru@gmail.com / www.naurugov.nr