

## **JOB DESCRIPTION**

### **Position: Program Officer-Climate Change Adaptation and Mitigation**

#### **1.0 Job Summary:**

Pamoja for Transformation wishes to hire a Program Officer to provide technical and professional expertise to our Climate Change Adaptation and Mitigation program. The programme aims at building and developing capacity both at the county and community levels to deal with the impacts of climate change, both on adaptation and mitigation. The program focuses on policy and action for resilience building and innovations for skills development and job creation within the green and blue economy value chains as well as renewable energy subsector.

Reporting to the Program Coordinator, the Program Officer will be responsible for designing and implementing resilient programs as well as building networks and partnerships across Kenya. Strengthening and building synergies for collaboration to address the unique needs of the youth and women that are integrated to enable Youth and women create jobs and increase their income while conserving the ecosystem. The officer will ensure that policy and programmatic innovations Rights Based Approaches are established for formal and informal learning and inclusion.

#### **2.0 Roles and Responsibilities.**

- i. Provide support for the promotion of green, blue and renewable energy sustainable growth in different value chains, leveraging both public and private financing.
- ii. Consolidate the application of market-based instruments for environmental/climate-smart interventions.
- iii. Improve the competitiveness and growth of cleaner business opportunities that lead to job creation.
- iv. Assessment of training needs and content development/delivery of training modules for staff, youth and women in the green, Blue and renewable energy sub-sectors;
- v. Review of information on specific business models in the climate mitigation and adaptation space especially energy efficiency, renewable energy and sustainable agriculture projects;
- vi. Support the development of an organizational strategic roadmap on climate action including resource mobilization planning.
- vii. Support in building networking opportunities, partnerships and visibility around climate action goals and deliverables.
- viii. Ensuring that all the data, when collecting and compiling inputs relating to the Project, are gender disaggregated.
- ix. Collaborate to design, implement and monitor innovative, low or no cost activities and campaigns
- x. Support in identification of opportunities for engagements and presentation of ideas
- xi. Together with key members of staff, participate in governmental and non-governmental meetings on environmental sustainability and climate adaptation

- xii. Monitors specific stages of projects implementation; Analyses country situation to identify opportunities for project development;
- xiii. Participates in the formulation of project proposals and ensures substantive rigor in the design and application of proven successful approaches and drafts proposals accordingly;
- xiv. Identifies and recommends remedial measures to address problems in systems design or implementation
- xv. Able to draft quality and timely reports both for internal and donor consumption.

### **3.0 Experience and Qualifications**

- i. Extensive knowledge and experience of Global and national climate change regulations on environmental protection, occupational health & safety, environmental impact assessment, etc. Good knowledge of how these work in practice, especially in relation to Micro, Small and Medium Sized enterprises in the manufacturing, trade and industrial sectors;
- ii. A bachelor's Degree and/or training in renewable energy, agriculture, Environmental studies and economics or a related field.
- iii. Demonstrated understanding of current environmental legislation and how it impacts commercial decision making in Kenya.
- iv. Experience with inclusive climate action approaches and stakeholder engagement.
- v. Substantial experience in climate action planning and implementation, covering climate change mitigation and adaptation and delivering this in an inclusive, integrated manner;
- vi. Experience working in sub/national governments, business or NGO sectors with a focus on sustainability and/or climate change;
- vii. Experience working in policy design and/or project preparation, preferably in sub-national governments;

### **4.0 Desired Competencies**

- i. Strong analytical skills and the ability to read and interpret blueprints and strategies for implementation
- ii. Good knowledge of environmental, health & safety management systems, supply chain assurance systems and similar good practices & their uptake and maturity in the NGO, Private and public sectors;
- iii. At least familiar with relevant international and the sustainability policies of international development financial institutions;
- iv. Excellent project-management, strategic thinking and analytical capabilities
- v. A commitment to gender equality, youth inclusion, and international volunteering
- vi. Flexibility, adaptability, excellent interpersonal skills and cultural sensitivity
- vii. Fluent in written and spoken English and Swahili;

## **5.0 Terms of Employment**

This is a national recruited position applicable only for Kenyan citizens or residents with a valid working permit and will be managed through a fixed term contract of One (1) year, subject to a probation period of three (3) months, and is renewable depending on performance and availability of resources.

Pamoja for Transformation offers a multicultural, collegial programs with competitive salary and excellent benefits. We are an equal opportunity employer, and strive for gender, diversity and inclusion in our staff, without regard to race, color, religion, gender, gender identity, sexual orientation, national origin, ethnicity, age, disability, marital status, or any other characteristic.

The duty station will be in Nairobi Office with frequent field missions taking up to 40% of the total time.

### **How to Apply:**

If you meet the requirements described above, send your application to **hr@pamoja-transformation.org** quoting the position on the e-mail subject line. The application to include cover letter summarizing academic and professional qualification, skills, expected salary, and a detailed Curriculum Vitae (CV) with at least three professional referees submitted as a single pdf. Testimonials shall be presented during the interview for the shortlisted candidates. Only the shortlisted candidates will be contacted.

**DEADLINE FOR APPLICATIONS SUBMISSION IS 20TH JULY, 2023 close of business.**