



## TEMPORARY JOB OPENING

### Associate Programme Officer, P-2

Mitigation Division

Markets and Non-Markets Support and Stakeholders Interaction Subdivision

Deadline for application	Announcement number	Expected date for entry on duty	Duration of appointment	Duty Station
15 February 2026 23:59 hrs CET	26/TJO4/M	As soon as possible	364 days with possibility of extension	Bonn, Germany

Publication date: 29 January 2026 , Post number: 31052344 Funding: 32FRA/16804/SB-014990.01.02

**The United Nations Framework Convention on Climate Change (UNFCCC)** is the focus of the political process to address climate change. The UNFCCC secretariat supports the Convention, its Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties and the implementation of commitments. It is a dynamic organization working in a politically challenging environment to help resolve one of the defining environmental issues of our time.

### Where will you be working

This position is located in the UNFCCC secretariat in Bonn, Germany, in the Mitigation Division, which supports Parties to facilitate, catalyse and cooperate in the implementation of ambitious climate action in line with global efforts to limit temperature increase well below 2°C and pursue efforts to limit this increase to 1.5°C above pre-industrial levels. Parties are supported in developing, communicating and effectively implementing ambitious Nationally Determined Contributions (NDCs) in a manner that facilitates clarity, transparency, understanding and accounting, including through the use of collaborative approaches, mechanisms, framework engagements and economic instruments that broaden mitigation action and drive sustainable development.

More specifically, under the general guidance of the Manager, **Markets and Non-Markets Support and Stakeholders Interaction subdivision** (P-5), and under the supervision of the Team Lead, **Markets and Non-markets support unit** (P-4), the incumbent serves as a member of the unit responsible for coordinating the development of strategies to strengthen the role of carbon markets for achieving the implementation of NDCs and in particular the use of cooperative implementation under Article 6 of the Paris Agreement, ensuring responsiveness to the changing environment and needs of stakeholders. They proactively respond to policy developments related to these mechanisms and coordinates input related to the negotiations processes from other Mitigation units and provides support to the negotiation process on mitigation-related issues, *intra alia*, in support to the Supervisory Body for the Article 6.4 mechanism, and Parties participating in cooperative approaches under Article 6.2 of the Paris Agreement.

Key results expected include:

- Participating in the development of strategies to strengthen the role of carbon markets approaches for achieving the implementation of NDCs, including through the use of cooperative implementation under Article 6 of the Paris Agreement;
- Supporting Parties and Non-Party stakeholders use of carbon markets for achieving the implementation of NDCs, including through the use of cooperative implementation under Article 6 of



- the Paris Agreement;
- Providing support to coordination of the work programme of the Market and Non-market support unit in strengthening the capacity of Parties to use carbon markets for achieving the implementation of NDCs and in particular the use of cooperative implementation under Article 6 of the Paris Agreement;
- Representing the Mitigation Division, a variety of internal and external fora.

### **Responsibilities**

Specifically, the Associate Programme Officer is responsible for:

- 1. Participating in the development of strategies to strengthen the role of carbon markets for achieving the implementation of NDCs:**
  - a. Compiles, analyzes and synthesizes information gathered from academic, industry, non-governmental, and other sources through the review of developments affecting global carbon markets and domestic climate policies;
  - b. Classifies such data and generates high-quality analyses for internal consideration;
  - c. Researches, verifies, synthesizes and presents information obtained from a variety of sources in a logical and orderly manner; drafts components of policy relevant to the role and health of the carbon markets;
  - d. Assists in ensuring responsiveness to the changing environment and needs of stakeholders, and proactively responds to policy developments related to the international carbon markets (i.e. the international transfer of mitigation outcomes under Article 6.2 and the crediting of mitigation via standards, including the Paris Agreement Crediting Mechanism).
- 2. Supporting Parties and Non-Party stakeholders use of carbon markets for achieving the implementation of NDCs**
  - a. Assists in the design and implementation of engagement activities with policy makers and non-governmental organizations through the preparation of authoritative substantive materials (including through modelling); identifies and liaises with counterparts (including technical organisations), organizing and undertaking of effective outreach initiatives including capacity-building and stakeholder support, in working with other teams in the division;
  - b. Supports the implementation and management of externally funded initiatives and projects aimed at promoting high-integrity carbon markets, including coordination with donors and partners;
  - c. Contribute to the preparation of various written outputs, e.g. draft background papers, analytical notes, sections of reports and studies, inputs to publications relating to market and non-market approaches, with a particular focus on market/carbon pricing policies, to support NDC implementation;
- 3. Providing support to coordination of the work programme of the Market and Non-market support unit in strengthening the capacity of Parties to use carbon markets for achieving the implementation of NDCs and in particular the use of cooperative implementation under Article 6 of the Paris Agreement:**
  - a. Assists in the design and implementation of work programmes for the Market and Non-market support unit its work by preparing plans and by ensuring their implementation;
  - b. Plans and monitors the implementation of of work programmes for the Market and Non-market support unit requests, advising on procedures and practices to be followed
  - c. Identifies processes and procedural improvements to plan, monitor, and track information related to the work programmes for the Market and Non-market support unit;
- 4. Representing the Mitigation division, a variety of internal and external fora:**
  - a. Coordinates with other teams and units in support of Mitigation's outreach activities to policy makers;



- b. Prepares and delivers secretariat outputs, including background papers, analyses, sections of reports and studies, inputs to publications, as well as presentations.
- 5. **Performs any other job-related activity:** including those required to achieve the goals and objectives of the team, the subdivision and/or the overall division and secretariat, including participation in meetings, workshops and/or seminars, and making presentations where appropriate.

### **Competencies**

**Applying Professional Expertise:** Demonstrates expertise of subject matter and the transferable skills required for the function; Shows the capacity to apply knowledge to deliver results based on acquired background and experience; Seeks opportunities to apply own technical skills across related disciplines, Keeps abreast of new developments and technologies in the field of expertise, Actively seeks to expand the existing level of job knowledge and expertise.

**Communicating with impact:** Speaks clearly and directly and is able to express views in an understandable, credible and persuasive manner; Writes in a well-structured and logical manner, in keeping with established UN standards; Openly shares information and keeps people informed; Uses appropriate communication tools to disseminate information; Listens carefully to understand other's views and responds appropriately; Seeks feedback and adjusts language, tone, style and format to match the audience.

**Working with Teams:** Builds relationships of trust and exchange with colleagues; Works collaboratively with colleagues to achieve results and respects the needs of the team; Recognizes opportunities to enhance team effectiveness and results by tapping into diverse backgrounds, skills and experience; Supports and acts in accordance with team decisions, even when such decisions differ from own position; Encourages the participation of all members of the team regardless of their cultural background, nationality, gender or sexual orientation; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Delivering results:** Conducts a critical analysis of situations to develop sound goals and work plans; Consults with others to develop integrated, consistent and harmonized plans; Allocates and uses time efficiently, and monitors own performance against timelines and milestones; Foresees risks, plans for contingencies, and adapts to take account of changing circumstances; Perseveres to deliver projects and pursues results despite obstacles and setbacks; Manages competing demands and focuses on priorities to deliver results.

### **Qualifications**

#### **Educational Background**

**Required:** Advanced university degree (Master's degree or equivalent in development studies, economics, business administration, international relations, environmental studies, or in a related discipline. A first-level university degree in combination with additional two years of qualifying experience may be accepted in lieu of the advanced university degree.

#### **Experience**

**Required:** At least two (2) years of progressively responsible working experience on climate change or environment, which must include also work on development cooperation, relationship management at an institutional level, stakeholder engagement or capacity building.

**Asset:** Relevant work experience in an international setting, particularly in relation to carbon crediting mechanisms under the UNFCCC (i.e., Clean Development Mechanism and Article 6.4 Mechanism of the Paris Agreement). Experience conducting environmental or development cooperation work.



### **Language skills**

**Required:** Fluency in English both oral and written is required. Working knowledge of other UN official language is an asset.

### **Other: (e.g. specific knowledge and job-related skills):**

- Demonstrated skills in managing and aligning diverse groups of stakeholders, including development agencies, non-state actors / civil society, financial institutions, the private sector, and others;
- Sound analytical and strong drafting and editing skills, good planning and organisational skills, clarity of written and oral communications.
- Excellent communications and negotiating skills, ability to communicate with both technical and non-technical staff;
- Proven ability to prioritize and deliver tasks on time and to produce quality results while meeting established goals;
- Excellent knowledge of substantive subjects in the context of climate change;
- Ability to coordinate multi-stakeholder in various regions.

### **What is the selection process?**

Evaluation of qualified candidates may include an assessment exercise which may be followed by a competency-based interview. The above listed set of competencies will be applied for this particular post.

### **How to apply:**

Candidates, whose qualifications and experience match what we are looking for, should use the online application system available at <http://unfccc.int/secretariat/employment/recruitment>.

### **Please note:**

1. Service is limited to the UNFCCC secretariat.
2. UNFCCC staff members with a fixed term appointment can apply for this temporary opportunity under the modality of Temporary Assignment. Please note that the Director of the Division in which the selected candidate works has the discretion to determine whether or not the staff member can be released for a temporary assignment, taking into account operational requirements. For this reason, the selected candidate will have to present a written agreement to the staff member's release.
3. We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.
4. Indicative net monthly salary and allowances:  
US\$ 4,670  
(plus variable post adjustment, currently 40.0% of net salary),  
plus other UN benefits as indicated in the link below:  
<https://unfccc.int/secretariat/employment/conditions-of-employment.html>

UNFCCC is committed to diversity and inclusion within its workforce, and encourages candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities to apply.



Page 5

---