



## CALL FOR CANDIDATURES:

### Climate Finance and Investment Project Manager

*ref. UfM/FT/2021/001*

#### 1. Subject:

The UfMS is seeking to incorporate a **Climate Finance and Investment Project Manager** at its **headquarters in Barcelona** from an UfM member state. Below is the common job description, detailing the responsibilities and required skills and qualifications.

Job Description - Climate Finance and Investment Project Manager			
<b>Job Title:</b>	Climate Finance and Investment Project Manager	<b>Category, conditions:</b>	Contracted Staff, 3 years contract, possibility of a 3 years' extension, following performance, applicable regulations, and budget appropriations. 6 months' probation period.
<b>Division:</b>	Energy and Climate Action (ECA)	<b>Post Classification:</b>	PM.1 Manager
<b>Reports to:</b>	Deputy Secretary General (ECA)	<b>Gross Annual Salary:</b>	60.000€
<b>SUMMARY</b>			
<p>The Climate Finance and Investment Project Manager will assist the DSG in implementing the Division's Work Program in Climate Action by supporting partnership investments and funding (including coaching/mentoring on finance strategy to access climate project funds). S/he will keep abreast on investment modalities, funding opportunities and climate finance for mitigation and adaptation. Moreover, s/he will develop relationships with financial institutions and orientate funding proposals, grant applications, manage work plans and budgets, as well as participating in the reporting to donors.</p>			
<b>PRIMARY RESPONSIBILITIES</b>			
<ul style="list-style-type: none"><li>• Follow-up on the related international negotiations on Climate Finance, the latest development on relevant political framework and finances;</li><li>• Contribute actively to the UfMS study "Mediterranean Climate Finance Strategy" and related activities;</li><li>• Participate in the monitoring of UfM-labelled climate-dedicated projects, such as "CLIMA-MED", on the specific work-packages focusing on Climate Finance;</li><li>• Participate in the implementation of work plans of Memorandum of Understanding which include Climate finance (with UNFCCC, with WMO, with R20...);</li></ul>			



- Animate the potential “one-stop shop” (or webportal) dedicated to Climate Finance;
- Contributes to the research of Climate Finance for programs or projects promoted with major UfM partners (such as OSCE, UNDP, NDC-Partnership, UNEP-MAP, Solar Impulse...);
- Conduct assessment of project promoters financial condition, providing advice on investment modalities, identify priority area of action, assess the economic internal rate of return, cost-benefit analysis and their investment measures for the identified projects;
- Formulating financing and investment strategies (innovative financing approaches, identify funding sources and requirements);
- Develop the network of actors involved in the implementation of the Climate Agenda;
- Participate in relevant project and sector meeting and contribute to the preparation of UfMS relevant sectorial meetings and high level visits;
- Develop and implement a work plan on how to mentor, capacitate and link project promoters to potential financial institutions (public, private and other financial institution);
- Provide technical assistance and raising awareness to access climate-related project financing and incorporating financial and economic considerations in the planning of projects promoters.

#### QUALIFICATIONS, SKILLS AND RELEVANT EXPERIENCE:

##### ESSENTIAL REQUIREMENTS

- Be a national of a member state of the UfM.
- Master’s Degree in economics, public financial management, business administration or other related field.
- Minimum of **8 years of work experience** at international level (areas of banking, public finance and economic analysis of local governments development project, multilateral cooperation...) including a minimum of 5 years of work experience in project investment and financial analysis and modelling tools including pre-feasibility study preparation, cost-benefit analysis, economic internal rate of return, project financing, government budgeting systems, investment programs (...)
- Rich knowledge on innovative financing modalities to access national public funds, relevant development financing and other financing windows.
- **Essential skills:** team working, integrity, multiculturality, achievement focus, networking resources management (especially finance), negotiation skills, communication skills and strategic thinking.
- Relevant knowledge and/or experience in the Divisions’ activity and in **multilateral cooperation, climate project financing, regional integration (...)**

##### DESIRABLE REQUIREMENTS

- Knowledge of and/or experience in Mediterranean countries
- Expertise in EU Procurement rules

#### LANGUAGES SKILLS REQUIREMENTS:

English, French and Arabic are working languages at the Secretariat. **Excellent command of English and of another UfM language (French or Arabic) is necessary.**



## 2. Submission of applications:

To apply, you need to complete the [application form](#) on the website and include the following information and documents:

- **Detailed curriculum vitae in English (pdf version only)** clearly elaborating educational and professional experience relevant to the position. **Please note it is mandatory to choose a file name that includes your name i.e. "name-surname-cover letter"**.
- **Motivation letter in English (pdf version only)** including a clear mention of the profile applied for and full postal address. **Please note it is mandatory to choose a file name that includes your name i.e. "name-surname-cover letter"**.

Please, do not send any supporting documents (i.e.: copies of ID-card, educational certificates, evidence of previous professional experience etc.) with the application at this stage.

### **IMPORTANT:**

**In case of technical issue arising while submitting your application, please send an e-mail to [hr.recruitment@ufmsecretariat.org](mailto:hr.recruitment@ufmsecretariat.org) (which subject should be the reference of the position for which you are applying for) and attach your CV + cover letter in English.**

## 3. Submission Date:

Complete applications must be submitted by 3<sup>rd</sup> of May 2021 (midnight, European time, GMT+1).

### **Protection of personal data - Privacy notice**

*The UfMS as the body responsible for organizing the selection process will ensure that Candidates' personal data are processed with greatest care and confidentiality. This applies in particular to the security of such data. Personal data shall be processed solely for the purpose of the selection procedure. Candidates are free to give their data on voluntary basis, although failure to respond with any further information requested will exclude the concerned candidate automatically from the recruitment procedure. Thus, Candidates give an explicit consent by submitting their candidatures for their processing, which constitutes a complimentary ground for lawfulness of data processing, notably with regard to sensitive data. Should any Candidate have any query concerning the processing of his/her personal data, he/she shall address it to the following address: [hr@ufmsecretariat.org](mailto:hr@ufmsecretariat.org).*

## 4. Conditions:

Based on candidates' qualifications and experiences, the UfM Secretariat reserves the right to appoint the selected candidate at a lower grade and/or step than the ones advertised in the above call for candidatures.