

Climate Change Manager

Solomon Islands Knowledge-Action-Sustainability for Resilient Villages (SOLKAS) Project Management Unit (PMU)

Position Description

Reporting to:	PMU Lead Project Manager	Work location:	Honiara
Accountability:	SOLKAS National Technical Working Group	Budget holder:	No
		Direct reports:	Nil

Solomon Islands Knowledge-Action-Sustainability for Resilient Villages (SOLKAS) Project

The Solomon Islands Knowledge-Action-Sustainability for Resilient Villages (SOLKAS) Project is one of the largest locally-led adaptation projects globally, and one of the first with a strong focus on the education sector. Largely funded under the Green Climate Fund (GCF) with co-finance from the governments of Australia and New Zealand, it has been designed to reduce children, youth and communities' exposure to climate hazards and help build sustainable, resilient communities and livelihoods in the context of climate change.

Working with communities across six provinces, the project will strengthen resilience to climate change impacts by strengthening the capacities of national, subnational, and local governments, communities, and schools to understand, plan for and implement responses to the climate crisis. The project will achieve this through activities under three components:

1. Community-led development of adaptation plans, climate change knowledge and skills, and access to climate change information;
2. Resilient livelihoods, food and nutrition security, and school-level infrastructure; and
3. Institutional strengthening.

SOLKAS is a partnership between the Government of the Solomon Islands, through the Ministry of Environment, Climate Change, Disaster Management, and Meteorology (MECDM), and Save the Children Solomon Islands (SCSI). The Accredited Entity (AE) with overall accountability for the project to the GCF is Save the Children Australia (SCA).

Project implementation will be managed by a Program Management Unit (PMU) under the supervision of MECDM and SCSI. Project activities will be delivered by SCSI and the relevant government department including Ministry of Rural Development, Ministry of Education and Human Resources Development, Ministry of Agriculture and Livestock, Ministry of Fisheries and Marine Resources, Ministry of Women, Youth, Children, and Family Affairs, and Ministry of Provincial Government and Institutional Strengthening.

Role Purpose

Reporting to the PMU Project Manager, the Climate Change Manager will be responsible for providing leadership and high-quality technical assistance for implementation of the SOLKAS project including the integration of child-centred climate change practices into the MECDM and other national and provincial governments. The role is responsible for guiding technical project staff embedded in the implementing government departments and advisors on cross-cutting topics (Climate Change,

Gender, Disability and Social Inclusion, Environment and Social Safeguards) and support them in project implementation.

Additionally, the Climate Change Manager will support the PMU Team Leader in overall project management, the development of project documents and procedures, risk management, coordination and engagement with all levels of government. This position will work with a range of key project team members to ensure delivery of a high quality project and the effective integration of climate change risks analysis and advise on appropriate actions (adaptation and mitigation), with the aim of increasing resilience within communities.

Key Areas of Accountability

Technical Leadership and Management

- Act as the key focal point for all technical program-related activities and interface with the PMU Project Manager and implementing government partners.
- Support the PMU Project Manager to lead high quality, results orientated planning, implementation and reporting in compliance with donor, government and Save the Children agreements and procedures.
- Provide technical leadership of implementation, ensuring project components are technically sound, implementation methods are consistent with national and global strategies, acknowledged good practice; and are likely to achieve scale, as well as equitable and sustainable results.
- Lead the development of technical materials required by the project, including training programs and manuals, selection of relevant online learning materials and adaptation of existing learning materials.
- Support national and provincial government counterparts to integrate climate change in ministry strategies, plans and programs.
- Provide strong leadership of direct reports, including performance appraisals, coaching and development.
- Oversee recruitment of consultants and employees of the project
- Role model the values of the Solomon Islands Government, Save the Children, and the Green Climate Fund, promoting values-based leadership.

Project Management

- Support the PMU Project Manager in the day-to-day management and coordination of the project activities.
- Lead the team to deliver the project on schedule and budget and within the scope outlined by project documents.
- Raise any critical risks and issues with the National Technical Working Group and follow up on agreed actions.
- Support the development and effective operation of the project Grievance Redress Mechanism.

Project Quality, Monitoring and Reporting

- Ensure real-time lessons learned are integrated into the project for improvement and/or course correction of the interventions, with the implementation team and in agreement with the PMU and National Technical Working Group.
- Work with the MEAL Manager and staff to provide technical leadership in the design and implementation of monitoring and evaluation systems to demonstrate project progress, quality and impact and alignment with selected GCF result areas and logframe indicators.
- Provide technical input into the development of climate change-related research pieces, studies, evaluations, and documentation of good practice to build a body of evidence supportive of ongoing project implementation.
- Ensure that reports and documents meet quality requirements and are submitted on-time to the National Technical Working Group and SC Australia.
- Support PMU Project Manager in ensuring that internal and external reports are prepared and filed as required to satisfy GCF and Save the Children auditing requirements.

- Ensure meaningful child participation is built into the implementation and monitoring of the project, advocacy strategies and communications plans.

Representation & Relationship Management

- Develop and manage relationships with relevant government and stakeholder staff in the Solomon Islands.
- Provide timely and quality updates to the Solomon Islands government (including the National Designated Authority and his office) on the SOLKAS project.
- Represent the SOLKAS project in relevant forums and conferences.
- Establish, as necessary, partnerships with other organisations and agencies that would benefit or be beneficial in relation to the project and related climate change program development.

Capacity Building

- Lead capacity building and increase knowledge and understanding of climate change and SOLKAS for SCSi, MECDM and project implementing partners.
- Support, coach or mentor program staff involved in the delivery of SOLKAS.

Health, safety, security, and risk management

- Be a role model for safety and security, including complying with all safety instructions and training given at the workplace.
- Report all incidents, injuries and potential hazards in a timely manner.
- Ensure full integration and responsibility for the project's Environmental and Social Assessment and Residual Risk Management Plan, including appropriate mitigation measures.
- Ensure the project's Grievance Redress Mechanism is fit for purpose and functioning effectively at all times.

Child protection and safeguarding requirements

- Maintain a safe and positive relationship at all times when working with children and young people.
- Comply with Save the Children's Child Safeguarding Code of Conduct and child safeguarding and protection policies and standards (click [here](#) to view further details).
- Respond to any concerns for the safety or wellbeing of a child or adult in accordance with internal reporting processes including the Grievance Redress Mechanism.

Person Specification

Essential knowledge or experience

- Extensive experience working in aid and development, with significant focus on resilience and climate change.
- Significant direct experience of designing and implementing climate change programs, preferably in a managerial role.
- Experience with developing policy, advocacy and campaigning strategies and products for climate change and resilience.
- Strong analytical skills and the ability to synthesise and process information on development and climate change issues.
- Demonstrated strategic planning skills and strong time management, administrative and organisational skills.
- Excellent representational, advocacy and diplomatic skills to enable the post holder to operate effectively within the Government of Solomon Islands, Save the Children and externally.
- Highly developed communication skills, written and verbal, and the ability to present information clearly and effectively to a wide range of internal and external audiences, including highly developed report writing skills.
- Proven track record for the successful development and implementation of climate change and resilience programs in the Solomon Islands.

- Experience of integrating climate change into ongoing developmental programs, strategies and policies.
- Experience of successfully developing relationships with donors and technical partners.
- Proven ability to work in remote teams, across cultures, and independently.
- A willingness to travel to provincial locations within the Solomon Islands (approx. 30%).

Desirable knowledge or experience

- Experience of child-centred approaches to climate change.
- Experience with youth mobilisation and child-led campaigning.
- Experience of working in, or with, government, ideally in the Solomon Islands.
- Experience in working with a rights-based approach.

Required qualifications and/or accreditations

- Relevant qualification/s in Climate Change, Resilience, Disaster Risk Reduction and / or International Development.
- Project Management training or certification, or relevant experience.

Additional Information

- Any offer of employment will be subject to a satisfactory National Police Record Check and, where required, a Working with Children Check.
- Employees must sign on to the project's Child Safeguarding Policy and Code of Conduct.
- Ongoing performance and employment will be measured against KPIs, values and demonstrated behaviours outlined above.
- Flexible working will be required including regular out of office hours calls and frequent travel.