

Job Description

Job Title: Climate Change Adaptation Officer
Reports To: Head of Climate Change Adaptation
Department: Climate Change
Division: Programmes Division

JOB CONTEXT

WWF recognises that climate change poses a fundamental threat to biodiversity and human development and is committed to keeping the rise in global temperatures to well below 2°C above pre-industrial levels. However, even if we are successful in this task significant warming, and impacts, are inevitable. WWF-UK is working to better understand the impacts of climate change, particularly in relation to adaptation in developing countries and the priority ecoregions where we work. WWF-UK and the global WWF Network are implementing adaptation projects and programmes in order to develop experience in how to address and minimise adverse climate impacts. The main focus of this role is to catalyse the mainstreaming of climate change adaptation into all of WWF-UK's work through capacity building; the provision of technical advice, and through developing mechanisms for sharing learning across the organisation.

JOB PURPOSE

To support WWF-UK to mainstream climate change adaptation into its projects and programmes through providing strategic advice to projects and programmes on building resilience and adapting to climate change; developing frameworks, strategies and tools; providing training; developing and disseminating learning including through case studies and working with projects and programmes to develop strategies and plans for mainstreaming. The post holder will work closely with the global WWF Network through its community of adaptation practice, NCAT (the Network Climate Adaptation Team).

ORGANISATION CHART

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graph TD
    A[Head of Climate Change Programme] --> B[Head of Climate Change Adaptation]
    B --> C[Climate Change Adaptation Officer]
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DIMENSIONS

The Climate Change Adaptation Officer will be assigned to the WWF-UK Climate Change Programme, but will need to work closely with other teams and programmes in WWF-UK, as well as with other colleagues in the WWF Network through NCAT.

- No direct staff management responsibility but may engage consultants or interns
- Oversight of consultancy budget (c. £30,000 per year)
- Technical and strategic support for mainstreaming climate change adaptation activities across WWF-UK Programmes Division and the wider organisation
- Some overseas travel and significant interaction with WWF field programmes and projects and the WWF Network (respecting WWF-UK carbon budgets and making use of alternative means of communication where practicable)

PRINCIPAL ACCOUNTABILITIES

The officer will support the mainstreaming and development of climate change adaptation activities and best practice across WWF-UK's and partner's field projects and programmes,

including through the design, evaluation and scaling up of frameworks, strategies and tools and through awareness raising and capacity building.

Specifically the officer will:

- Act as the main focal point in WWF-UK for providing adaptation advice to field-based projects and programmes
- Work with the Head of Climate Change Adaptation and Climate Adaptation Network Coordinator to develop a programme for the mainstreaming of climate change adaptation into WWF-UK's projects and programmes.
- Support the development of best practice in climate change adaptation for the mainstreaming of climate adaptation into WWF projects and programmes and for dissemination to the WWF Network through NCAT.
- Work with the Head of Climate Change Adaptation and the Climate Change Programme Manager to build relationships with environmental and development NGOs, Government Departments (DFID, DEFRA, FCO), the scientific community and colleagues within the WWF Network, including NCAT, to develop and share latest thinking on adaptation practice, frameworks, strategies and tools.
- Monitor and disseminate emerging best practice on climate change adaptation strategies, planning and practice and, with the Climate Change Programme Manager, relevant scientific research developments, particularly as they affect or address biodiversity, ecosystems and vulnerable people and their livelihoods in key ecoregions.
- Ensure that WWF-UK activities on adaptation contain lesson-learning and evaluation components to support the development and dissemination of learning and best practice
- Support the development of funding opportunities for WWF's climate change adaptation work as part of a wider climate change fundraising programme.
- Advise on the design and implementation of the climate change components of WWF-UK's partnership with the Department for International Development (DFID), specifically ensuring robust monitoring and evaluation indicators are fully embedded.
- Commission research and publish reports, in consultation with other WWF-UK colleagues, on adaptation frameworks, strategies and tools.
- Contribute to WWF-UK's internal reporting, supporter enquiries, communications and fundraising activities
- Support the Head of Climate Change Adaptation to ensure relevant evidence from projects and programmes is integrated into WWF-UK and Network policy, positions and strategic planning.

PERSON SPECIFICATION

All staff in the organisation are expected to demonstrate that they fulfil or can develop the skills, knowledge and behaviours that comprise WWF-UK's Success Factors. In summary, these include:

- **Getting the big picture:** doing what is best for the organisation as a whole by thinking and acting in line with WWF-UK and WWF Network strategies.
- **Achieving results:** knowing what must be done and successfully delivering, helping others along the way.
- **Working together:** collaborating across teams, divisions, the WWF Network and with partners for greatest impact.
- **Managing myself:** managing thinking, emotions and communication for personal effectiveness.

The successful candidate should also be able to show evidence of the following specific attributes:

- A sound background in natural resource management, biodiversity or climate change and/or the demonstrable ability to understand complex scientific issues and to communicate and apply them at project and programme level.
- A sound understanding of the linkages between ecosystems, biodiversity, human well-being and climate change.
- A broad understanding of the various aspects of climate change adaptation, particularly frameworks, strategies and tools for implementation.
- At least two years' experience of working on climate change, or related environment and/or development issues, either in an NGO or the public or private sector.
- At least two years' field-related project and programme experience with proven skills in their design, management, monitoring and evaluation and reporting.
- Excellent presentation, communication and facilitation skills.
- Demonstrable experience of an ability to integrate new and challenging issues into existing areas of work, including through educating, supporting and facilitating others.
- Experience in climate change adaptation practice would be welcome, for example managing risk and uncertainty, supporting organisational change, developing community based adaptation, or integrating climate change issues into the design, monitoring and evaluation of conservation and/or development projects and programmes
- An understanding of climate change and conservation challenges in developing countries, with the ability to recognise and work with local and national level priorities to identify linkages between policy and practice.
- Cultural sensitivity and ability to respect and work well with people from different backgrounds and disciplines.
- The ability to work within complex institutional environments and across the WWF Network
- Proven ability to work as part of a team, and as part of a wider network, is essential.
- The commitment and drive to achieve challenging goals; a problem-solving attitude is essential.
- A self starter with the ability to work where necessary to short deadlines