



**Canadian Lutheran
World Relief**

Creating a world where people live in justice, peace and dignity

GENDER & CLIMATE TECHNICAL ADVISOR – JOB POSTING

Job Title:	Gender & Climate Technical Advisor
FTE:	Full Time (35 hours/week)
Class Type(s):	Contract
Duration:	September 5, 2023* – March 31, 2026
Annual Salary:	\$75,820 - \$83,800
Location:	Winnipeg, MB, Ottawa, ON; Kitchener/Waterloo, ON, and Greater Vancouver, BC
Reports to:	Director – Programs

*** Note – Timing contingent on signing of project funding agreement with Global Affairs Canada**

JOB SUMMARY

Reporting to the Director – Programs, the Gender & Climate Technical Advisor is responsible for providing technical and capacity building support to an international team delivering the Gender Transformative Climate Adaptation project in Chad and Cameroon, funded by Global Affairs Canada. The Gender & Climate Technical Advisor is responsible for supporting partners and project stakeholders to develop and implement robust results-based management (RBM) and monitoring, evaluation, and learning (MEL) tools that maximize the delivery and effective measurement of project outcomes, particularly as they relate to gender and climate.

It is expected that all employees are in agreement with the mission statement of CLWR and can work within its mandate. The ability to work in highly complex environments and successfully manage valued relationships with donors, partners, and other stakeholders is essential.

EDUCATION, EXPERIENCE AND SKILL REQUIREMENTS

Minimum knowledge (formal education/general knowledge) required to perform the job competently:

- Master's degree or equivalent in relevant field
- Sound knowledge of current international development and/or humanitarian assistance theory, policy, and practice, particularly as they relate to gender, climate/environment, and livelihoods

- Intimate knowledge of Global Affairs Canada, particularly its results-based management (RBM) tools and requirements
- Analysis and research skills
- Commitment to ongoing education and professional development

Minimum experience required to perform the job at a competent level:

- Experience developing and managing RBM and MEL frameworks within institutionally funded projects, particularly those funded by Global Affairs Canada
- Proficient with the development and management of RBM and MEL frameworks, particularly within projects delivered with local partner organizations or in an internationally federated structure, or similar
- Experience writing successful funding proposals to institutional and/or government funders, particularly Global Affairs Canada
- Experience and/or specialization in one or more of the following programming areas: climate adaptation, gender, and/or livelihoods
- Work or volunteer experience in the Global South

Technical skills required to perform the job at a competent level:

- Excellent written and spoken communications skills in English
- Fluency in French (desirable)
- Ability to review, analyze and synthesize information to produce high quality project documents for donors and other audiences
- Strong communication and interpersonal abilities, including cross-cultural competencies
- Good initiative and organizational competencies while maintaining proactive communication with project stakeholders and Supervisor
- Above-average computer skills, including data analysis, project management software, and Microsoft Office applications

Leadership skills required to perform the job at a competent level:

- Able to work independently and as part of a team
- Ability to speak with confidence, from knowledge base, effectively communicating technical information with consideration for differences in culture, language, time zones, etc.
- Able to establish and communicate RBM and MEL plans and priorities in a time-sensitive environment, and to support teams to meet deadlines with strong attention to detail

Working Conditions

- Must be eligible to work in Canada
- Travel nationally and internationally on a limited basis
- Ability to work occasional evenings or weekends as required by special events/circumstances
- Manual dexterity required to use desktop or laptop computer
- Lifting or moving up to 15lbs may be required

KEY RESPONSIBILITIES

DESCRIPTIONS	% of Time
<p>CAPACITY BUILDING & TECHNICAL SUPPORT</p> <ul style="list-style-type: none"> • Work collaboratively with the Program Manager – Nature-Based Solutions, who also resources the Gender Transformative Climate Adaptation project, to deliver the below capacity building and a technical support functions • Provide results-based managed (RBM) and monitoring, evaluation, and learning (MEL) support to partners and project stakeholders on matters concerning gender equality and climate • Provide technical support to partners and project stakeholders that ensures rigorous analysis, real-time learning, and application of tools and approaches that maximize project outcomes concerning gender and climate • Design and deliver capacity building tools and approaches that enhances the capacity of project partners and stakeholders to implement robust and effective RBM and MEL systems, with particular attention to gender and climate • Research and share best practices concerning the intersection of gender and climate with partners and project stakeholders • Travel to field offices/projects as required 	40%
<p>MONITORING, EVALUATION, AND LEARNING (MEL)</p> <ul style="list-style-type: none"> • Work collaboratively with the Program Manager – Nature-Based Solutions, who also resources the Gender Transformative Climate Adaptation project, to deliver the below MEL support functions • Provide MEL support to international project teams that ensures RBM and MEL systems align with donor requirements foster real-time learning and improvements • Provide expert and technical support to project partners with the development and implementation of RBM tools that effectively measure project progress, outcomes, and learnings, particularly as they relate to gender and climate • Provide support to project partners that ensures project plans, reports, etc. reflect a rigorous analysis and application of learnings concerning gender and climate • Provide technical support to the development and implementation of baseline studies, assessments, evaluations, and research and learning initiatives 	40%
<p>OTHER ORGANIZATIONAL TASKS</p> <ul style="list-style-type: none"> • As assigned by the Director – Programs, represent CLWR domestically and internationally in fora that advance CLWR’s interests or its contributions to strategic initiatives and partnerships • Lead the development of funding proposals for institutional funding, and support other Program Managers with the development and review of funding proposals, reports, assessments, and other technical documentation as time permits • Promote a culture of learning by sharing experience and expertise with colleagues • Other duties as assigned by the Director - Programs 	20%

Qualified applicants should apply by August 7, 2023. To apply, please submit a **resume and cover letter in a single PDF** outlining how you meet the above criteria and indicating your salary expectations. Applications should be emailed to hr@clwr.org, quoting "Gender & Climate Technical Advisor" in the subject line. If needed, applications will be reviewed on a rolling basis beyond August 7, 2023.

We thank all who apply but will only be contacting those who are moving forward in the application process.