



International
Labour
Office

Post number: 1815
Month of issue: September
2023

Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to jpo@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO) Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer in Just Transition to Inclusive Green Economies

Duty station: Port of Spain, Trinidad and Tobago

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: ILO Decent Work Team and Office for the Caribbean, ILO DWT/O-POS

Organisational unit: Green Jobs, Enterprises Department

SUPERVISION

Direct Supervision by:

Mr. Joni Musabayana, Director, musabayana@ilo.org

Content and methodology of supervision:

The supervision will involve daily contacts with the designated specialist and the participation in regular meetings of the Decent Work Team – DWT (multidisciplinary team with 10 international staff plus local staff) in Port of Spain. To the extent possible, the JPO will be accorded autonomy for delegated work items and afforded the opportunity to take credit for achievements in the form of tangible outputs.

For professional development purposes, the supervisor will prepare a work and training plan that will be discussed with the JPO and regularly monitored and updated.

The JPO will receive the standard ILO induction training as well as a specific induction to the Green Jobs Programme. S/he will also participate in missions and/or workshops

organized by the DWT. The JPO will be guided by the supervisors to gain the skills and knowledge on applied research, project design and management, communication and fund raising.

Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers, including three formal and documented discussions per year.

INTRODUCTION

The ILO Decent Work Team and Office for the Caribbean services constituents (Government, Employers' and Workers' Organizations) in 13 member States and 9 non-metropolitan territories. This represents the English and Dutch speaking Caribbean. All countries fall under the status of "Small Island Development States - SIDS", which are recognised to receive dedicated international support to mitigate effects of climate change and the building of resilient societies. Although many are middle-income countries, their specific vulnerabilities and inequalities call for sustained technical assistance and support.

This professional position is meant to strengthen the analytical and capacity building role of the DWT/O-POS, particularly in the context of the implementation of the integrated 2030 Sustainable Development Agenda and the Climate Agreement reached at COP21. The focus is on country level support, including through technical cooperation as part of Decent Work Country Programmes, as constituents strive to shape the transition to a green economy and a climate resilient Caribbean. This goes in line with the ILO Strategic Policy Framework and Programme and Budget, where environmental sustainability is introduced as a cross-cutting policy driver in its programme of work.

As a way of operationalizing the work on a just transition to a green economy, the DWT/O-POS was awarded an RBSA funded project covering St. Lucia, Dominica and Guyana.

The ILO has launched the Green Initiative, which is the principal vehicle to catalyze and expand on-going efforts across the Office to address climate change in the world of work and build a more ambitious agenda for the ILO towards its first Centenary (1919-2019). The Green Initiative will enable the implementation of the *Guidelines for a just transition to environmentally sustainable economies and societies for all*, adopted by the Governing Body in November 2015 as the guiding policy framework for action by ILO constituents and the Office. The tripartite expert meeting developing them was led by the Minister of Labour in Barbados. She is one of the leaders in this area in the Caribbean and globally.

The work to be undertaken with the constituents in the Caribbean will contribute to improved evidence-based knowledge on Green Jobs strategies and tools and the

implications of climate change for employment and equality, highlighting the quantitative and qualitative dimension of the impact on and role of enterprises, skills training and jobs in the transition to greener economies.

DUTIES AND RESPONSABILITIES

Working with the Supervisor and Decent Work Team, the JPO will have exposure to the operations of an international organization during a particularly dynamic period, both locally and globally, and the opportunity to perform or participate in a cross-section of related tasks.

Specifically, the JPO will:

- Contribute to build the Caribbean programme on a just transition to environmentally sustainable economies and societies in a strategic, coherent and coordinated way.
- Contribute to design and implementation of Green Jobs projects as components of Decent Work Country Programmes in the field of green economy promotion (e.g. the Partnership for Action on Green Economy) and green jobs in adaptation to climate and environmental change.
- Contribute to extending the ILO knowledge base on Green Jobs in the Caribbean through research carried out by the ILO directly and with external partners.
- Contribute to the publication of a series of Caribbean policy briefs on green jobs, for training and capacity building of constituents in the Caribbean, as well as internally.
- Participate in the coordination of the Green Jobs programme with other ILO units at Headquarters and in the region as well as in building partnerships with UN and other agencies.
- Contribute to the implementation of the ILO RBSA project: “Constituents have used ILO advice and methodologies for skills anticipation that is responsive to developments in the labour market”,
- Assist in organizing and participate in national and international seminars and conferences on green economy, climate change and work.
- Assist with the formulation of country specific and regional Green Jobs projects and the mobilization of resources.
- Contribute to communicating ILO positions and technical inputs through publications, via the internet and other media.

QUALIFICATIONS AND EXPERIENCE

Education:

Advanced university degree in one of the following areas: Economics, Social Sciences, Environmental Studies or Development Studies.

Work experience:

Minimum:

At least two years of professional experience in the subject field at the national or international level.

Desirable:

Work experience in development cooperation.

Skills required for the assignment:

Good communication skills, both written and verbal. Ability to work in a team, take initiative and meet deadlines. Sensitivity to diversity as well as to gender equality and sustainability issues. Ability to work with MS Office programmes. Familiarity with spreadsheets and statistical analysis tools such as STATA or SPSS would be welcome. Good research skills. Good capacity in policy analysis, project development. Competence in project design, fund mobilization and know-how in implementation, monitoring and evaluation of programmes and projects would be desirable.

Languages:

Minimum: Excellent command of English, both verbal and written.

Desirable:

Good knowledge of a second working language of the ILO would be an asset. Preferably Spanish as there is substantial exchange with the Regional Office for Latin America and the Caribbean, Lima, Peru.

ILO competencies:

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

1. Good communication skills, both written and verbal.
2. Capacity to work on own initiative as well as cooperate as a team member.
3. The ability to work in a multicultural environment, and gender-sensitive behaviour and attitudes are also required.

TRAINING COMPONENTS AND LEARNING ELEMENTS**Training components:**

- Through the work in a regional and international team get trained to develop, build-up and manage new programmes.

- Through training seminars improve the knowledge on sustainable development issues including mitigation and adaptation with peculiar attention for its labour and social dimension.
- Through guidance of senior programming staff and colleagues get trained in the formulation, design, implementation, monitoring and evaluation of field projects.
- Through interaction with professional trainers from ILO's training center in Turin develop technical competence in research, in the development of training materials and the delivery of training programmes.

Learning elements:

- Practice applied inter-disciplinary research on sustainable development.
- Learn to extract policy messages and policy advice from applied research.
- Translate and adapt global research findings and policy messages into a specific country context.
- Present and communicate research findings through presentations and publications.
- Become familiar with institutional and informal coordination mechanisms, partnerships and cooperation within the UN system, with other development partners, business and NGOs.
- Become familiar with ILO's mandate and with its integrated approach to Decent Work.
- Interact with ILO constituents, other UN agencies, NGOs, research centres etc. working on the promotion of decent and productive work in general and on sustainability issues specifically.
- Get acquainted to the work of a multi-disciplinary and multi-cultural team.

BACKGROUND INFORMATION

The ILO Decent Work team and Office for the Caribbean provides advocacy, technical guidance, training and technical cooperation on policy and technical issues related to labour and employment, to the tripartite constituents. Technical support for the programmes and activities of the ILO DWT/O-POS is provided by its own team of specialists in the fields of:

- International Labour Standards and Labour Law
- Employment and Labour Market Information and Policy
- Sustainable Enterprise Development and Job Creation
- Skills and Employability
- Social Protection, Occupational Safety and Health, including HIV/AIDS
- Labour Administration and Social Dialogue
- Employers' Activities
- Workers' Activities

Website: <http://www.ilo.org/caribbean>

Also active on Facebook and social media.

The work programme of the ILO in the Caribbean is driven by Decent Work Country Programmes that are developed with constituents to reflect their commitments and results they want to see in a medium future. DWCP are linked to the countries' national development plans, which in turn link with international commitments. Of essence here is the 2030 Sustainable Development Agenda and Goals adopted by all countries. Specifically as SIDS, the UN General Assembly in November 2014 adopted the Resolution on SIDS Accelerated Modalities of Action (SAMOA) Pathway (A/RES/69/15). Paragraph 25 says "we consider the green economy in the context of sustainable development and poverty eradication as one of the important tools available for achieving sustainable development. We call upon the United Nations system, in collaboration with other stakeholders, to strengthen its coordination and support for small island developing States that want to pursue green economy policies." In addition, many elements of the Decent Work Agenda are reflected.

Most countries are pursuing policies/strategies in this regard and in several sectors. First and foremost in the energy sector as the majority of energy is produced from imported fossil fuel and substantial pledges of reduction in Green House Gas Emissions have been made in the context of the UNFCCC and CPO21. It is a sector to be targeted as transition towards renewable energy will be localized (solar, wind, geothermal, etc.) creating new local jobs, moving away from import dependency. A sustainable energy policy is also pursued by the Caribbean Community (CARICOM). Other sectors are water, transport, building/construction, tourism, agriculture/forestry and fisheries. Hence all these sectors are in transition. The countries therefore need accompanying and integrated labour and green jobs policies; looking at the skills needs and adaptation, the harnessing of new sustainable job opportunities, in particular for youth.

In 2017 both Barbados and Guyana became members of the Partnership for Action on Green Economy - PAGE. It is a collaboration between UNEP, ILO, UNIDO, UNITAR and UNDP (<http://www.un-page.org/>). The ILO will contribute with skills assessments and green jobs interventions. In particular the work on sustainable enterprises is of essence.

An important part of operationalizing this, will take place in 2019 and 20 through an RBSA funded project aimed to strengthen the capacity of countries to become more resilient (in line with R205) by ensuring that the principles embedded in the ILO "Guidelines for a just transition towards environmentally sustainable economies and societies for all" are fully adopted and implemented at national level. The project covers St. Lucia, Dominica and Guyana.

The ILO work in this area will also take place in the framework of the UN Multi-country Sustainable Development Framework in the Caribbean (MSDF 2017-2021). This is the current – and a first of its kind - regional UNDAF.

Internally the ILO strives to translate the spirit of the 2030 Sustainable Development Agenda and the Paris Climate Change Agreement into its programmes and operations

throughout. As the ILO Director-General phrased it: “The future work of the ILO will be distinguished from its past work above all by the need to integrate environmental sustainability into it.” This goes with the insight that work cannot exist without the environment, ecosystem services and natural resources. In turn, the overall goal of the Organization of “Social Justice” cannot be achieved without decent work.

This work programme and JPO position is of highest relevance in the Caribbean.

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment.