



ocean-climate.org

JOB DESCRIPTION

Project Officer - Sea'ties

The Ocean and Climate Platform

Created in 2014, the [Ocean and Climate Platform](#) (OCP) is the result of an alliance between non-governmental organizations and research institutes. It brings together more than 90 organizations across the globe - NGOs, research institutions, foundations, private sector entities, national institutions and international agencies, and territorial collectivities - whose objective is to promote scientific expertise and advocate on ocean-climate-biodiversity issues. Drawing on its expertise, OCP supports decision-makers in need of scientific information and guidance in the implementation of public policies.

The Sea'ties Project

Climate change affects the Ocean and deeply modifies its functioning, with dramatic impacts on coastal ecosystems and populations. For many coastal and island cities and territories, sea-level rise and the intensification of extreme events are a particularly worrisome threat.

The Sea'ties initiative aims to identify and implement adaptation solutions and responses to climate change, based on scientific synthesis, peer-to-peer learning and network sharing in different regions of the world (South Pacific, North & West Africa, USA-West Coast, and Europe).

The project will focus on small to medium-sized cities and explore solutions and responses adapted to different context. The long-term objective is to create a network of cities capable of accelerating the implementation of adapted and sustainable solutions.

Governance of the Ocean & Climate Platform

The OCP Secretariat is composed of the Secretary General, a Mobilization & Communication Manager, and the Sea'ties Project Manager. The Secretariat reports to the OCP Board, composed of the President and 5 Vice-Presidents.

The Sea'ties Project Officer will be part of the Secretariat team and will work closely with the Sea'ties Project Manager. He/she will report to the OCP Vice-President in charge of the Sea'ties project, and to the OCP Board.

Missions and Responsibilities

The Sea'ties project is based on the experiences of various actors who have implemented adaptation responses to sea-level rise and extreme events. To this end, the Project Officer will have to:

- Identify relevant contacts and focal points in each regions of the project;
- Develop regional partnerships in the United States, West and North Africa, and the Pacific;
- Organize and facilitate multi-stakeholder consultation workshops and write the conclusions of these workshops;
- Participate in the creation and animation of a network of cities.

Good practices and key factors for successful coastal adaptation are taken to the highest level and shared with policymakers. The Project Officer will have the following responsibilities:

- To bring out solutions, issues, strong ideas to address recommendations in international political bodies;
- To participate to the organization of international meetings, seminars and events to promote the project's results;
- To write policy briefs and other advocacy materials in consultation with the OCP Advocacy team;
- To participate in the production of content and communication materials, in collaboration with the Mobilization & Communication and Advocacy teams.

In terms of administrative and financial management, the Project Officer will have to:

- Assist the Sea'ties Project Manager by providing the necessary information for the elaboration and follow-up of the roadmap;
- Assist the Sea'ties Project Manager in monitoring relations with the project's funders and reporting on project activities.

⇒ **Frequent traveling is to be expected**

Required Skills and Experiences

Graduate degree (+/- 5 years) in a relevant field of study

3 to 5 years of work experience in a similar position

Knowledge & technical skills	<ul style="list-style-type: none">• Experience in coordination/involvement in international projects;• Ability to organize, set up and manage a multi-partner and multidisciplinary project (technical, scientific and legal);• Work in consultation with various actors, sense of diplomacy and ability to work with divergent opinions;• Knowledge of territorial governance issues;• Knowledge of the issues related to climate change and its impacts.
Transversal & relational skills	<ul style="list-style-type: none">• Fluency in French and English imperative (written and spoken);• Excellent communication ability to lead international workshops;• Strong interpersonal skills and the ability to effectively engage a wide variety of partners, consultants, and stakeholders;• Ability to work in a team, as well as with little supervision;• Excellent research skills and the ability to synthesize complex and technical information;• Excellent writing skills and proven ability to communicate to a range of audiences including ability to communicate scientific concepts to policy and lay audiences;• Sense of initiative, autonomy and versatility.

Terms of contract:

- Status: Fixed-term contract (French *CDD*)
- Duration of the contract: 3 years
- Sector: Environment/Sustainable development
- Start date: 4th of January 2021
- Estimated salary: 28 – 32 K € gross salary /year, depending on experience
- Location: Paris

To apply: Please send your CV and cover letters to the attention of Théophile Bongarts Lebbe (tbongarts@ocean-climate.org) **before November 15th, 2020**, with the subject of the email: **Recruitment_OCP_Seaties_[NAME]**.