

Vacancy Announcement

Environmental Policy Advisor

May 15th, 2024

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GIZ Office Kazakhstan would like to announce a new vacant position in the capacity of Environmental Policy Advisor in the project "Green Central Asia II".

The Green Central Asia II project continues to implement the Joint Regional Action Plan, adopted in November 2021. It focuses on the key aspect of implementing the Regional Strategy for Climate Change Adaptation in Central Asia. The overarching goal of preventing conflict and strengthening cross-border cooperation related to climate impacts in Central Asia remains the same. The program aims to promote gender-sensitive climate adaptation, support the development of National Determined Contributions (NDCs), and enhance adaptive capacity through better knowledge management and scientific collaboration. In collaboration with stakeholders in Central Asia and organizations like the Executive Committee of the International Fund for Saving the Aral Sea (IFAS), the United Nations Economic Commission for Europe (UNECE), USAID, Swiss Agency for Development and Cooperation (SDC), Organization for Economic Co-operation and Development (OECD), Organization for Security and Co-operation in Europe (OSCE), the World Bank, Asian Development Bank (ADB), and others, the project aims to achieve these goals.

Duty station: Astana, Kazakhstan

Application deadline: 29.05.2024

Responsibilities

- advising the Project Manager, the Senior Regional Advisor and international project partners on environmental issues and policies (climate change, water management, biodiversity and land use, waste management and energy) in Kazakhstan also with regard to regional Central Asian developments;
- providing professional advisory services to and cooperating with a broad range of relevant stakeholders in Kazakhstan and Central Asia as such;
- supporting the implementation of the Regional Climate Change Adaptation Strategy for Central Asia in Kazakhstan;
- supporting cooperation, regular contact and dialogue with national and international partners and cooperating with local communities, relevant organisations, NGOs, and individuals in the projects' environment and with other projects to improve and maintain good working relationships;
- managing an area of responsibility that forms part of the project's objectives, team agreements and/or agreements with the superior;
- developing and organising quality assurance measures and suggesting necessary changes, improvements and initiatives;
- assisting and monitoring the development and implementation of the project's operational plans and activities in close consultation with national and international counterparts;
- contributing to preparation and implementation of the coordination process, joint activities and work at the regional level;
- dealing with the design, preparation and implementation of workshops, seminars and other events on issues connected with the project's areas of activity;
- communicating local interests and efforts, forwarding these and encouraging the share of ideas and information for the benefit of the project;
- assisting with general project planning and developing project concepts including preparation, organization, and moderation of planning exercises and their implementation, management, monitoring, quality management, evaluation, communication and documentation;

GIZ is a signatory of the Diversity Charter. Recognition, appreciation and inclusion of diversity in the company are important to us. All employees shall be valued - regardless of gender and gender identity, nationality, ethnic origin, religion or belief, disability, age or sexual orientation.

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- coordinating relevant project activities at local level in consultation with the Project Manager and the Senior Regional Advisor and in cooperation with the partners, both as regards implementation and preparing organisational aspects;
- cooperating and contributing to the coordination within the GIZ Central Asia Green Cluster;
- compiling the relevant information for joint activities and assignments, prepares reports and contributes to bigger reports such as annual and special reports;
- contributing to innovation and knowledge management;
- preparing work related correspondence in English, Russian and Kazakh language;

Where appropriate and reasonable, the position holder is willing to perform tasks outside the scope of the job description

Required qualifications, competences and experience

- University degree in related fields (environmental studies, geography, political science, etc.)
- 10 years of relevant professional experience in a comparable position
- 5 years of experience in project implementation
- In-depth knowledge of environment issues, main state and civil society actors and the nature protection system of Kazakhstan
- Knowledge of current and emerging developments and trends within the area of expertise
- Ability to use independent judgment and to manage and impart confidential information
- Ability to analyse, interpret, and draw inferences from research findings, and prepare reports
- Knowledge of fundamental research procedures
- Ability to develop and maintain recordkeeping systems and procedures
- Ability to develop and present educational programs and/or workshops
- Advanced verbal and written communication skills and the ability to present effectively to small and large groups
- Strong interpersonal skills and the ability to work effectively with a wide range of constituencies in a diverse and multi-ethnic community
- Fluent written and oral knowledge of English, Russian and Kazakh, German knowledge would be an asset
- Willingness to up skill as required by the tasks to be performed –corresponding measures are agreed with the project manager
- Good working knowledge of IT technologies (related software, phone, fax, email, the internet) and computer applications (e.g. MS Office)

Interested candidates should send their motivation letter, CV (English) and recommendation letters (if available) not later than 29.05.2024 to e-mail shiringul.karimova@giz.de indicating vacancy name in the title.

Applications without a motivation letter will not be considered.

Only short-listed candidates will be invited to an interview.

The incumbent should be ready to start in June-July.