



FELLOWSHIP TERMS OF REFERENCE

I. IDENTIFICATION OF THE POST

Title:	Fellow
Sector of assignment:	Policy and Research
Organizational unit:	UNDP China – Policy and Research Team
Country and Duty Station:	China, Beijing
Fellowship duration:	12 months
Supervisor's name:	Violante di Canossa
Supervisor's title:	Head of Policy and Research Team

II. CORPORATE BACKGROUND:

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN's development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals (SDGs).

III. FELLOWSHIP OFFICE BACKGROUND:

United Nations Development Programme (UNDP) China is the China country office of the United Nations Development Programme – the global development network of the United Nations. UNDP has been working in China over the past 40 years, partnering to advance various phases of China's development. We provide development advisory services and implement projects through innovation and applying our international experience and network in three pillars: supporting China's transformation to a low-carbon economy so that more people enjoy a cleaner, healthier environment; facilitating China's shift to using the SDGs as a standard for its inclusive development, economic decisions and investments, and supporting China's international cooperation and south south engagement for SDG attainment.

As the largest developing country, a leader in South-South Cooperation (SSC), the largest green-house gases (GHG) emitter, and a large investor in other countries including in carbon-heavy sectors, China has a decisive impact on SDG outcomes. Its decisions will play a key role in addressing climate change at the national and global levels. The carbon neutrality pledge, as well as the 14th five-year plans, provide a unique opportunity for UNDP to accompany this policy change. Against this background, a just and inclusive low-carbon is listed as a top priority by the Country Programme Document.

Fellowship Scope: The Fellow will have the opportunity work closely with *Policy and Research Team* to strengthen the effectiveness and impact of UNDP's support to China's climate agenda. He or she will be part of and support the research and policy team, as well as collaborate with programme colleagues on developing policy-relevant knowledge products related to climate change and nature-positive solutions to accelerate a just and inclusive low-carbon transition.

IV. DUTIES:

The Fellow will assist in the following duties and responsibilities:

No	Duties and responsibilities	% of time
1	Provide Technical Research and Analysis for Knowledge Products on Climate, Energy, and Low-Carbon Development <ul style="list-style-type: none">• Within the research and policy team, support and lead research and analysis on: climate and energy, green and blue economy and their opportunities in China to accelerate implementation of the SDGs; specific thematic areas around the low-carbon development and just transition, including carbon pricing, carbon tax, carbon trading schemes, non-CO2 greenhouse gases, biodiversity, waste management, circular economy and environmental policy.• Drive research on renewables' technologies and capacity building for low-carbon development.• Identify reliable sources of information and contribute to the development of UNDP's research networks in the areas above.• Support the drafting of UNDP's knowledge products around Country Office's priorities.	50%
2	Support Country Office's specific initiatives to enhance climate and energy policy impact of UNDP <ul style="list-style-type: none">• Support organization of Policy Dialogues under the leadership of the UN country team and coordinate with other UN agencies.• Provide technical support to the preparation of specific initiatives and relevant events such as collecting background information, support revising the agenda, taking notes of preparatory meetings and generating summary reports.• Provide policy and project support such as preparing project briefs, speeches, presentations, to support ongoing events and partnerships such as visiting missions, donor agencies, and national counterpart meetings.	40%
3	Other: <ul style="list-style-type: none">• Support other/ad hoc activities as seen relevant and needed.	10%

V. REQUIREMENTS AND QUALIFICATIONS

Education:

Candidates must meet one of the following educational requirements:

- Advanced university degree (Master's degree or equivalent) in climate, energy, sustainable development, or relevant social sciences and environmental sciences fields is required or
- A first-level university degree (Bachelor's degree) in climate, energy, sustainable development, or relevant social sciences and environmental sciences fields in combination with an additional 2 years of qualifying experience, will be given due consideration in lieu of Master's degree.

Experiences:

- 2 years of relevant work experience on climate, energy, sustainable development, or relevant social sciences and environmental sciences field is a strong asset
- Professional experience working on climate and energy knowledge products is desirable
- Professional experience working on climate and energy data is desirable.

Language skills:

- Excellent oral and written communication skills in Mandarin and English are required.