



Request for Proposals (RfP)

Call for Applicants – Fellowship on Urban Ecosystem-based Adaptation

IUCN Global Ecosystem Management Programme

Issue Date: November 18, 2020

Closing Date: December 7, 2020

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PART 1 – INSTRUCTIONS TO PROPOSERS AND PROPOSAL CONDITIONS

1.1. About IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together. Headquartered in Switzerland, the IUCN Secretariat comprises over 1100 staff in more than 50 countries. Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards. IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development. Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

1.2. Summary of the Requirement

IUCN invites you to submit a Proposal for a Friends of Ecosystem-based Adaptation (FEBA) Fellowship on Urban Ecosystem-based Adaptation. The detailed Terms of Reference can be found in Part 2 of this RfP.

1.3. The procurement process

The following key dates apply to this RfP:

RfP Issue Date	November 18, 2020
RfP Closing Date and Time	December 11, 2020 at 23:59 PM EST
Estimated Contract Award Date	January 15, 2021

PART 2 – REQUIREMENTS

2.1 Background

2.1.1 Friends of Ecosystem-based Adaptation

Friends of EbA (FEBA) is a global collaborative network of 80+ agencies and organisations involved in ecosystem-based adaptation (EbA) working jointly to share experiences and knowledge to improve the implementation of EbA related activities on the ground, and to have a stronger and more strategic learning and policy influence on EbA. FEBA enhances mutual learning and sharing of experiences between these organisations to make EbA more effective and demonstrate its value-addition as an adaptation option. FEBA works to synthesise this multi-stakeholder knowledge on EbA; disseminate this knowledge by convening the global EbA community around high-level events, technical workshops, and expert working groups; and raise awareness and understanding of EbA in adaptation planning processes and multilateral policy frameworks. The CBD COP recognises FEBA as a key partner “to support Parties in their efforts to promote ecosystem-based approaches to climate change adaptation” (Decision 14/5). IUCN serves as the FEBA Secretariat.

2.2 Purpose of the Fellowship

FEBA currently has a number of thematic transdisciplinary working groups with a range of partners. The FEBA Fellows will support the EbA team Programme Manager and Programme Officers in the coordination of one of these working groups, including through leading on the research and drafting of a technical publication in consultation and collaboration with the expert members of the group.

The FEBA Urban EbA Working Group, co-chaired by IUCN and [PlanAdapt](#), brings together researchers and practitioners from the fields of urban development, climate change, EbA and green-grey infrastructure to share successes and failures to help learn from past projects and improve future urban EbA initiatives. Healthy, functioning and resilient ecosystems lay the foundation for sustainable economic development, food and water security, disaster risk reduction and climate action. The impacts of climate change pose unique risks to densely populated urban areas – and thus, the role of EbA as part of adaptation strategies in urban areas is critical. In late 2020, the working group launched [a survey to identify and compile practical examples of urban EbA planning and implementation](#), and hosted [a webinar to showcase case studies of urban EbA in the Global South](#) to promote the mainstreaming of EbA approaches as a cornerstone of climate adaptation in urban contexts. The information gathered through the survey, webinar and follow-up interviews will provide the basis for a FEBA technical publication on EbA in urban ecosystems, as developed by the Fellow in collaboration with the working group and under the supervision of the Programme Officer, EbA.

Examples of previous FEBA technical publications include the [EbA Qualification Criteria and Quality Standards](#) and the [Guidebook for Monitoring and Evaluating Ecosystem-based Adaptation Interventions](#).

At the end of the fellowship, fellows will have gained experience in coordinating an international working group and producing innovative and synthesised EbA knowledge, drawing on the experience of the 80+ member organisations of FEBA. Each fellow will also create a recorded presentation and/or webinar on the topic, which will be shared on the FEBA webpage. These publications and virtual knowledge products will be disseminated among the global EbA community at high-level policy events and technical workshops.

2.3 Final deliverables

- Delivery of a technical publication in close coordination with FEBA's Urban EbA working group, building on the results of the survey on planning and implementation of urban EbA.
- Participation in Urban EbA working group meetings.
- Presentation of the research and publication in a recorded video or webinar, to be published on the FEBA webpage as well as other platforms.

2.4 Timeline

- Delivery of a draft annotated outline in consultation with the Working Group by end February 2021
- Drafting of publication in March & April 2021, supported by the FEBA Secretariat.
- Draft publication for consultation and feedback by end April 2021.
- Finalisation of the publication by June 4, 2021
- Delivery of the webinar/recorded presentation by June 30, 2021.
- Written final reflections by June 30, 2021.

2.5 Detailed ToRs

The incumbent Fellow for the Urban EbA group will undertake the following tasks:

- a) Support the work done under the FEBA Urban EbA working group by coordinating the research and drafting of a technical publication on Urban EbA. The technical publication will include an academic literature review, as well as synthesising case studies and examples from FEBA members and EbA practitioners. This will include conducting research and data analysis in collaboration with the working group, liaising with and interviewing members to collect their approaches, lessons, tools, and methodologies, synthesising this research and member inputs into a technical publication and facilitating review and compilation of member inputs and feedback on drafts.
- b) Present the research findings via webinar to the FEBA network and external audiences, in consultation with the working group. These webinar recordings will be made available on the FEBA webpage.
- c) Carry out other relevant tasks for the FEBA Urban EbA working group as assigned by, and agreed with, the line manager.

2.6 Qualifications

The Fellow shall have the following qualifications:

- a) 2-3 years relevant work experience in fields related to urban planning, ecosystem management, climate change policy, international development, social science and/or environmental science.
- b) A relevant university degree (preferably a graduate degree, or in the process of completing a graduate degree) in a subject relevant to natural resources management, geography, international development, conservation science, environmental policy, etc. Non-traditional degrees relevant to Urban EbA (e.g. city planning, urban design, architecture, etc.) are encouraged.

- c) Well-developed computer skills (Word for Windows, Excel, e-mail);
- d) Good organisational, administrative and reporting skills;
- e) Ability to work independently and on multiple tasks simultaneously;
- f) Ability to meet tight deadlines without compromising the quality of outputs;
- g) Highly motivated to learn and develop new skills, keen to bring in own ideas;
- h) Excellent interpersonal skills; Proven ability to work harmoniously as part of a team in a multi-cultural environment with sensitivity and respect for diversity;
- i) Excellent written and spoken English required. Excellent editing skills will be highly desirable.

PART 3 – OTHER INFORMATION

3.1 Fellowship duration

The Fellow is expected to work 10 hours a week for approximately 6 months, starting in January 2021 and ending June 30, 2021.

3.2 Contract value

This assignment has a budget of 5,000 USD.

3.3 Terms of payment

Payment will be based on service provision and is subject to the prior production of an original invoice; advance payment can generally not be granted. There are no anticipated travel or mission costs. The consultant is required to comply with IUCN procedures for assignments. IUCN reserves the right to decline expenditure beyond the agreed budget or whose supporting documentation is not in accordance with procedures, and to suspend payments in the absence of appropriate deliverables.

3.4 Application procedure

Interested applicants are invited to submit a proposal to Emily Goodwin by email Emily.Goodwin@iucn.org; by December 11, 2020, 23:59pm EST time, including;

- Curriculum Vitae of the applicant(s) indicating experience relevant to the subject of this assignment with professional references and area of specialisation;
- Letter of motivation (including demonstration of an excellent understanding of the assignment's purpose and aims);
- Writing sample on a related topic.