

Terms of Reference

Position title: Climate & Nature Finance Policy Advisor

Location: Melbourne, with regular travel

Duration: 1 year (with possibility of extension)

Reporting to: Ecosystem Protection Program Manager

Works with: Country teams and managers (focus on Solomon Islands and PNG), Finance team, Nakau Programme, partner organisations, donors.

Experience: minimum 5-7 years or an equivalent combination of education, training and experience.

Work arrangement: Part-time position (3 days per week), with the possibility of extension to full-time subject to funding availability.

[Live & Learn](#) is a network of locally registered organisations across Asia and the Pacific. We mobilise people and build partnerships to support the communities we work with to move towards a fairer, more resilient and nature-positive future. Our vision is for a sustainable and equitable world free from poverty.

At the foundation of our work is a commitment to participatory approaches, local leadership, inclusivity, Indigenous knowledge, and the safeguarding of local communities' rights. We value courage, innovation, trust and diversity in our collaboration with colleagues and partners.

Our Network Support Office (NSO), based in Melbourne, provides operational, technical and fundraising support to country office teams across the Pacific and South-East Asia.

Roles and responsibilities:

This position provides technical, policy and advocacy support on climate and nature finance through research, strategic advice, position development, project support, capacity building, external representation and advocacy.

The role sits within the Ecosystem Protection team, which partners with customary landowners, communities and governments in the South-West Pacific to design and implement community-led forest conservation initiatives. This includes supporting the development of high-integrity forest carbon projects as an alternative livelihood to logging, in partnership with [The Nakau Programme](#) and [Plan Vivo](#).

The Advisor is expected to be able to and interested in working across a wide range of innovative finance mechanisms, including (but not limited to) carbon and biodiversity markets, blended finance, private investment facilities, climate and nature bonds, debt-for-nature swaps, and mechanisms that enable finance to reach local and Indigenous communities. Candidates are therefore expected to demonstrate both theoretical and practical understanding of international economic, financial and development cooperation systems, as well as an ability and willingness to critically assess existing practices, identify frontier innovations and opportunities, and generate new ideas and approaches.

The position will primarily focus on supporting the new RISE Project (Rights, Integrity, Safeguards and Equity in Carbon Markets), funded by the UK government and its global Forest Governance, Markets and Climate (FGMC) Programme. Subject to funding availability, the role may extend to other projects and a full-time position.

RISE addresses the exclusion and risks faced by Indigenous Peoples and Local Communities (IPLCs) in rapidly evolving international forest carbon markets, with a focus on Solomon Islands and Papua New

Guinea. Building on our collective experience, the project aims to enable forest carbon market frameworks that safeguard and incentivise IPLC rights, leadership and access to benefits, through generating policy-relevant evidence, strengthening capacities, building networks among local, national and international actors, and advocating for fair and inclusive market frameworks in national and international forums.

The Climate & Nature Finance Policy Advisor will contribute to country-level evidence generation, policy analysis and capacity building, as well as to engagement on climate and development finance policies at the international level. The Advisor will work closely with Nakau's and Plan Vivo's Policy & Advocacy leads, who will contribute expertise on carbon market standards, policy landscapes and actor networks.

This is a mid-career technical advisory role, suited to individuals who are comfortable working with a high degree of autonomy, conducting in-depth and innovative research, representing the organisation in public and policy forums, and supporting others through mentoring and knowledge sharing. The role requires strong attention to detail, excellent writing skills, flexibility, and the ability to work respectfully across diverse cultural contexts, as well as a demonstrated commitment to community-led development.

Roles and responsibilities are detailed below.

1. Policy research and knowledge/recommendations generation:

- Conduct research and in-depth analyses, generate ideas and recommendations, and lead the drafting of position papers, policy briefs and advocacy materials on climate and nature finance for IPLC- and locally led action. Facilitate dialogue, feedback and review processes within the project team to ensure participatory production.
- Support country teams in conducting participatory policy consultations, analyses and gap assessments with government and civil society actors.
- Support country teams in participatory research with partner communities, and elevate lessons learned, good practices and impacts through case studies, in collaboration with the Nakau team.
- Support the recruitment, management and technical oversight of consultants for targeted work, including macroeconomic and social impact analyses.

2. Capacity building and knowledge sharing:

- Keep up to date with, and share internally, innovations, best practices and trends, as well as government, international and donor standards, policies and commitments related to climate and nature finance.
- Facilitate online and in-person team capacity building, knowledge sharing and mentoring.
- Support country teams and Knowledge & Learning (K&L) teams in conducting stakeholder capacity needs assessments, and in designing resources, training and workshop programmes and materials. Contribute to in-person facilitation as required.

3. Advocacy and external engagement:

- Contribute to identifying key actors, forums and strategies for international engagement and advocacy.
- Support and prepare local stakeholders and team members to participate and present in regional and international events.
- Contribute to representing Live & Learn and the project in external forums by sharing positions, lessons learned and impacts through strategic dialogue and public presentations.
- Contribute to identifying and initiating new, constructive and strategic partnerships.

4. Project management support:

- Provide country teams with continuous technical support, feedback and guidance on project

delivery, and facilitate team reflections and workshops.

- Contribute to project reports, presentations and other technical documentation.
- Contribute to tracking project activities, results and impacts against the workplan.
- Identify and report risks promptly, propose mitigation measures and support their implementation.
- Support relationships with country teams and implementing partners by coordinating inputs to project delivery, communicating on deadlines and expectations, and facilitating dialogue and information flow across teams.

Profile:

- Master's degree or equivalent in economics, finance, international policy, or a related field.
- A minimum of 5 years' relevant professional experience highly desired.
- Demonstrated understanding of international economic, financial and cooperation systems, with the ability to critically assess practices, identify frontier innovations, and generate new ideas.
- Several years' experience working on climate, nature, carbon and/or development finance and policy frameworks, including experience navigating international policy spaces and understanding international policy frameworks, political dynamics and trends highly desired.
- International experience demonstrating the ability to navigate diverse cultural contexts efficiently, respectfully and with humility; experience in the Pacific is an asset.
- Strong analytical, writing and presentation skills, with attention to detail and ability to adapt content to diverse audiences. Ability to present technical information clearly and pedagogically, with a mentoring and coaching mindset.
- Commitment to participatory approaches, local and Indigenous leadership, inclusivity, and safeguarding principles.
- Experience working on donor-funded, development cooperation and/or NGO projects is an asset.

Clearances:

- National Criminal Record Check
- World Clearance Check.