



REQUEST FOR EXPRESSIONS OF INTEREST (EOI) INDIVIDUAL CONSULTANCY SERVICES

PROJECT MANAGEMENT UNIT (PMU), TCCI Enabling Privates Sector Access to Climate Finance to Strengthen Climate Resilience Development in Tonga

Project: Enabling Privates Sector Access to Climate Finance to Strengthen Climate Resilience Development in Tonga

Grant No: TON-RS-006

Date and time Expression of Interest (EOI) due: no later than 4.30pm, Friday, 13th May 2022

The Private Sector Readiness Programme entitled Enabling Private Sector Access to Climate Finance to Strengthen Climate Resilience Development in Tonga is funded under the Green Climate Fund's (GCF) Readiness and Preparatory Support Programme. This Fund was established as a financial mechanism of the United Nations Framework Convention on Climate Change (UNFCCC) to support climate actions in developing countries such as Tonga that are extremely vulnerable due to geographic location and socio-economic status. Thus, these countries need considerable financing resources to facilitate mitigation solutions and adequate adaptation strategies to climate change and its adverse impacts.

Accessing and management of GCF funding and resources are still major capacity gaps for developing countries; the Readiness and Preparatory Support Programme – known simply as the Readiness Programme – of the GCF was therefore established to maximize the effectiveness of this fund by first building the capacities of national governments and/or non-governmental institutions in vulnerable countries to increase accessibility and effective management of climate financing via strategic frame-working and programming at the country level.

This Readiness Programme was initiated by the Tonga Chamber of Commerce and Industry (TCCI) in close cooperation with the Department of Climate Change – Tonga's GCF National Designated Authority (NDA) supporting office – under MEIDECC, with the aim to support the enabling of private sector participation in the pursuit of Tonga's long-term Joint National Action Plan 2 (JNAP2) on Climate Change and Disaster Risk Management and national climate finance goals. The activities of this Readiness Programme will support the Government of Tonga (GoT) in advancing its GCF Country Programme to address climate change impacts by leveraging private sector expertise and resources as well as develop strong public-private partnerships by building on existing capacities and enhancing institutions already in place at national, sectorial and community levels as well as the outer islands

The main focus of this Readiness Programme will be:

- 1) Strengthening private sector engagement with the GCF through knowledge and capacity building;
- 2) Crowding-in private sector investment for climate actions; and
- 3) Building the capacity within the private sector to develop GCF concept notes/funding proposals.



Advertisement Description

Applications are hereby invited to apply for the following positions for the Green Climate Fund – Tonga Readiness Programme: Enabling Private Sector Access to Climate Finance to Strengthen Climate Resilience Development in Tonga Project Management Unit (PMU) under the Tonga Chamber of Commerce & Industry (TCCI) in collaboration with the Tonga Development Bank (TDB) and coordination with the Department of Climate Change - Ministry of Meteorology, Energy, Information, Disaster Management, Environment, Climate Change and Communications (DCC-MEIDECC).

1. Position: Senior Communication Officer

Reporting to: Programme Manager

General: This position is based in Nuku'alofa, Tonga

Scope of Work

The Senior Communications will be responsible for assisting the PMU with coordinating and conducting of all awareness activities for this Readiness Programme. This officer will also be responsible for the facilitation communication with and disseminating all relevant information to national stakeholders in collaboration with the NDA office (Department of Climate Change, MEIDECC)

Duties and Responsibilities

The **Senior Communications Officer** will carry out the following duties:

- Assist PMU in conducting all awareness activities of the Readiness Programme and GCF private sector funding for national stakeholders including via radio and television.
- Prepare press releases of all stakeholder trainings and workshops, and quarterly newsletters for dissemination to all relevant stakeholders.
- Work closely with PM in dissemination of all information and data to relevant stakeholders via TCCI website/portal.
- Develop awareness materials including factsheets, training manuals, short-documentary videos, etc. (both in English and Tongan).
- Document good practices and lessons learnt and share with all relevant stakeholders.
- Assist PMU with regularly updating of TCCI database.
- Assume any other duties as determined by the PM and TCCI Board.

All applications must be submitted to the attention of:

President for TCCI, Tonga Chamber of Commerce & Industry Inc., Ground Floor Ports Authority Building, Vuna Rd. Ma'ufanga, P.O. Box 1704 Nuku'alofa and labelled "**PMU for the GCF – Tonga Private Sector Readiness Programme**" **no later than 4.30pm, Friday, 13th May 2022**

Applicants are required to submit their applications with their "Curriculum Vitae" and relevant documents such as certificates, transcripts, and testimonials.

[Detailed Terms of Reference (ToR) can be obtained upon request, please contact Sam Vea at 7706520 or samintonga@yahoo.co.nz or Carrie Vaea @ carreylvaea@gmail.com]



2. Position: Communication Consultant

Reporting to: Programme Manager

General: This position is based in Nuku'alofa, Tonga

Scope of work

The Consultant will carry out the following work that will feed into the development of the Communication Strategy and will work closely with the Project Management Unit and TCCI. He/She will assist and support the TCCI to improve the collection and management system of data for adaptation and mitigation planning and will also assist in strengthening the management and dissemination of climate information to the Private Sector.

Duties and Responsibilities

- A summary of the Tonga Private Sector context in Tonga
- Summary of the institutional context for TCCI
- Identification of the target audiences (i.e Private Sector, Public Sector, CSOs, Line Ministries, regional and local government, general public etc)
- Identification of the communication objective for each targeted audience (stakeholder mapping) (i.e positioning TCCI at national and local levels, sharing knowledge on TCCI with stakeholders etc)
- Identification of the communication products and activities tailored to each audience, building on already produced international/national communication material, when possible, for each target audience
- Development a style guide for all communications on TCCI issues to ensure consistent formats for publication and communication products
- Conduct capacity needs assessment for the Tonga Private Sector on climate change communication,
- Develop a Climate Change information gap, institutional analysis and work plan.
- Conduct climate change training for the PMU on public and private media outlets
- Develop a standard template for a quality press release for TCCI
- Develop climate change media engagement strategy, and best practices on public relations opportunities understood,
- Conduct technical assistance and communication training to staff at the PMU
- Perform any duties directed by the TCCI Board

All applications must be submitted to the attention of:

President for TCCI, Tonga Chamber of Commerce & Industry Inc., Ground Floor Ports Authority Building, Vuna Rd. Ma'ufanga, P.O. Box 1704 Nuku'alofa and labelled "**PMU for the GCF – Tonga Private Sector Readiness Programme**" no later than **4.30pm, Friday, 13th May 2022**

Applicants are required to submit their applications with their "Curriculum Vitae" and relevant documents such as certificates, transcripts, and testimonials.

[Detailed Terms of Reference (ToR) can be obtained upon request, please contact Sam Vea at 7706520 or samintonga@yahoo.co.nz or Carrie Vaea @ carreylvaea@gmail.com]