

# Climate Change Advisor, BRACE PMU

## Position Description

<b>Reporting to:</b>	Team Leader / Program Quality & MEAL Manager	<b>Work location:</b>	Save the Children Tonga Office, Nuku'alofa, Tonga
<b>Team:</b>	BRACE Project Management Unit (PMU)	<b>Direct reports:</b>	None
<b>Employment type:</b>	Full-time	<b>Contract duration:</b>	Initial two-year term with possibility of extension

The Climate Change Advisor is a full-time technical leadership role within the BRACE Project Management Unit (PMU), responsible for providing specialist climate change adaptation, resilience, and disaster risk reduction expertise across all BRACE activities in Tonga.

The role supports the Ministry of Education and Training (MET), the PMU, and project partners to ensure that BRACE interventions are climate-informed, technically robust, evidence-based, and aligned with national priorities and Green Climate Fund (GCF) requirements. The Advisor translates climate risk information into actionable guidance for school infrastructure retrofits, safety and continuity planning, early warning systems (EWS), climate information services (CIS), and climate change teaching and learning.

### About the BRACE Project

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Building the Climate Resilience of Children and Communities through the Education Sector (BRACE) is a multi-country initiative implemented in Tonga, South Sudan, and Cambodia, with majority funding from the Green Climate Fund (GCF).

In Tonga, BRACE is delivered through a partnership between the Government of Tonga, through the Ministry of Education and Training (MET) and Save the Children Australia.

A dedicated Project Management Unit (PMU) is embedded within MET to support project planning, coordination, implementation, financial management, procurement, environmental and social risk management, and monitoring and reporting.

### Role Requirements

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#### 1. Strategic Climate Change Technical Leadership

- Provide strategic technical advice to MET and the PMU on climate change adaptation, resilience, and disaster risk reduction in the education sector.
- Ensure BRACE design and implementation are grounded in climate risk assessment, evidence, and national climate priorities.
- Support integration of climate change considerations across all BRACE outputs and activities, including those at the global level.
- Identify emerging climate risks, and adaptation opportunities relevant to schools and communities.

#### 2. Climate-Resilient School Infrastructure and Facilities

- Provide technical oversight and advice on school infrastructure climate risk assessments in coordination with the construction adviser
- Support collaboration with partners on infrastructure risk assessments and technical standards.

- Advise on development of school-level infrastructure resilience action plans, ensuring alignment with climate projections and climate -induced risks.
- Support technical inputs into procurement processes and provide technical oversight of climate-related aspects of work products for:
  - design and supervision companies,
  - construction companies,
  - WASH system upgrades,
  - solar PV and internet connectivity installations.
- Collaborate with Tonga's Climate Change Department (CCD) /MEIDECC to ensure climate resilience principles are embedded in retrofit designs, including durability, maintenance, and future climate suitability.
- Support capacity building of school focal points on basic operation and maintenance of climate-resilient infrastructure, WASH, and PV systems.

### **3. School Safety, Preparedness, and Educational Continuity**

- Provide technical leadership on climate-related school safety and continuity planning, aligned with national disaster management frameworks.
- Support development and contextualisation of training materials based on the School Safety Handbook for Tonga, ensuring coverage of climate risks.
- Provide technical input to training workshops for school focal points, PTAs, teachers, and students.
- Work closely with the MEIDECC CCD and National Disaster Risk Management Office (NDRMO) to support development and implementation of school-level climate-related safety and resilience plans.
- Advise on climate-appropriate school safety toolkits, including heat management, evacuation, first aid, and extreme weather preparedness.
- Ensure climate hazards are appropriately addressed across drills, preparedness plans, and teacher guidance.

### **4. Early Warning Systems (EWS) and Climate Information Services (CIS)**

- Collaborate with MEIDECC CCD and Education Adviser to provide technical guidance on identification, adaptation, and use of EWS and CIS products relevant to schools.
- Support collaboration with MEIDECC and MET on dissemination of climate and hazard information to schools.
- Lead on development of CIS and EWS training materials, including for integration into teacher guides and annual planning.
- Support design and delivery of training workshops on CIS and EWS for school and education officials.
- Promote sustainability of EWS and CIS use through curriculum integration, routine drills, and institutionalisation within MET systems.
- Provide technical input into e-learning modules and refresher training on CIS and EWS.

### **5. Climate Change Teaching and Learning**

- Provide technical expertise to support development of climate change teaching and learning materials across formal and non-formal education.
- Support assessment of existing climate change curriculum content and identification of gaps.
- Work closely with the Education Adviser to support the development of an elective climate change subject for senior secondary school.

- Deliver climate change technical inputs in close coordination with the Education Advisor, with pedagogical design and education system leadership retained by the Education Advisor.
- Support labour market and future skills analysis related to climate resilience and green careers.
- Provide technical input to teacher training materials, piloting, and in-service training.
- Support integration of climate change materials into the HAMA e-learning platform and other dissemination channels.

#### **6. Monitoring, Learning, and Reporting**

- Provide inputs to project planning, progress reports, and GCF reporting.
- Support reporting to the BRACE Technical Working Group on technical issues and progress.
- Support definition and tracking of climate-related indicators and outcomes.
- Document lessons learned, innovations, and good practice in climate-resilient education, contributing to preparation of BRACE global learning products as needed.
- Contribute to reviews, evaluations, audits, and knowledge products as required.

#### **7. Safeguards, Risk, and Coordination**

- Work closely with the GEDSI & ESS Advisor to ensure climate-related activities comply with environmental and social safeguards.
- Identify and mitigate climate-related risks that may affect infrastructure, safety, or education service continuity.
- Promote do-no-harm, inclusive, and resilience-building approaches across all activities.
- Coordinate with Education Advisor, Communications Manager, the MET Curriculum Development Unit and external technical partners.
- Together with the Education Adviser, represent BRACE in national coordination platforms including the Education and WASH Clusters, and Joint National Action Plan forums.

#### **8. Health, Safety, and Security**

- Act in accordance with workplace health and safety policies and procedures.
- Report hazards, incidents, or concerns promptly and appropriately.

#### **Child Protection and Safeguarding Requirements**

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- Maintain a child-safe, inclusive, and respectful working environment.
- Comply with Save the Children Australia's Child Safeguarding Policy and Code of Conduct, and Government of Tonga requirements.
- Respond to safeguarding concerns through established reporting procedures.

#### **Qualifications and Experience**

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##### **Essential**

- Minimum 5 years' experience in climate change adaptation, disaster risk reduction, or resilience-focused technical advisory roles.
- Strong understanding of climate risks affecting small island and Pacific contexts.
- Demonstrated experience applying climate risk information to infrastructure, education, community systems, or social sectors.
- Experience providing technical advice to government or development partners.
- Ability to translate climate science into practical, implementable guidance for project implementation and MEAL skills or experience.
- Strong coordination, analytical, and communication skills with proven ability to deliver training and lead capacity building program for team and partners.

**Desirable Knowledge or Experience**

- Experience working in Tonga or Pacific s an advantage.
- Experience working on GCF-funded or large donor-funded projects.

**Desirable Qualifications**

- Bachelor's degree in climate science, environmental studies, disaster risk management, development studies, or a related field.
- Postgraduate qualification in a relevant discipline is an advantage.

**Additional Information**

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- Flexible working arrangements, including travel and occasional work outside normal office hours, may be required.
- Applications from Pacific Islanders, particularly Tongan nationals, are strongly encouraged.
- Appointment is subject to a satisfactory National Police Record Check.
- Ongoing performance will be measured against agreed deliverables, values, and demonstrated behaviours.

**Other Requirements**

<b>Driver's Licence:</b>	Useful but not mandatory	<b>Travel:</b>	Required
<b>Working with Children Check:</b>	As required	<b>Assets:</b>	Laptop