

GEDSI and Environmental & Social Safeguards (ESS) Advisor, BRACE PMU

Position Description

Reporting to:	Team Leader < BRACE Project,	Work location:	Save the Children Tonga Office, Ministry of Education and Training Building, Fasi-moe-Afi, Nuku'alofa, Tonga.
Team:	BRACE Project Management Unit (PMU)	Direct reports:	Program Quality & MEAL Manager
Employment type:	Full-time	Contract duration:	Initial two-year term with possibility of extension

The GEDSI and Environmental & Social Safeguards (ESS) Advisor is a full-time technical leadership role within the BRACE Project Management Unit (PMU), responsible for ensuring that Gender Equality, Disability and Social Inclusion (GEDSI) considerations and Green Climate Fund (GCF) Environmental and Social Safeguards (ESS) requirements are fully integrated across all phases of the Building the Climate Resilience of Children and Communities through the Education Sector (BRACE) project in Tonga.

The role provides strategic and operational support to the Ministry of Education and Training (MET), the PMU, and project partners to ensure that BRACE activities are inclusive, equitable, rights-based, and compliant with GCF safeguard policies. This includes identifying and managing environmental and social risks, promoting inclusive participation and benefit-sharing, strengthening safeguarding systems, and supporting transparent and accountable implementation.

About the BRACE Project

Building the Climate Resilience of Children and Communities through the Education Sector (BRACE) is a multicounty 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

1. Strategic GEDSI and ESS Leadership

- Provide strategic technical advice to MET and the PMU on implementation of GCF Gender Policy, Gender Action Plans, and Environmental and Social Safeguards (ESS).
- Lead the integration of GEDSI and ESS principles across BRACE project planning, implementation, monitoring, and reporting.
- Ensure alignment with national policies, GCF and GPE safeguard requirements, and Save the Children Australia standards.
- Support adaptive management by identifying emerging GEDSI and safeguarding risks, gaps, and opportunities.

2. Environmental and Social Safeguards (ESS) Compliance

- Lead environmental and social risk screening of BRACE activities in accordance with GCF and GPE ESS standards.
- Support preparation, implementation, and monitoring of safeguard instruments as required, including:
 - Environmental and Social Management Plans (ESMPs)
 - Stakeholder Engagement Plans
 - Sexual Exploitation, Abuse and Harassment (SEAH) risk mitigation measures
 - Grievance Redress Mechanisms (GRMs)
- Provide ESS oversight during procurement, construction, and installation phases of all infrastructure works, including contractor inductions on ESS, child safeguarding, and SEAH requirements.
- Support integration of GEDSI and ESS requirements into design, supervision, and construction TORs and contracts, including WASH, solar PV, and internet connectivity works.
- Monitor compliance with labour standards, community health and safety, disability inclusion, and cultural heritage requirements.
- Support documentation, disclosure, and reporting of safeguards performance.

3. Gender Equality, Disability and Social Inclusion (GEDSI)

- Lead or support gender and social inclusion analyses relevant to BRACE activities.
- Support implementation, monitoring and reporting of the project-level Gender Action Plan.
- Provide technical guidance on disability-inclusive and gender-responsive design of school infrastructure, including WASH facilities, ventilation, accessibility, and safety features.
- Ensure equitable and meaningful participation of women, girls, children with disabilities, and other vulnerable or marginalised groups in BRACE-supported education and community initiatives.
- Provide technical guidance on inclusive design of school-level, community-based, and capacity-building interventions.

4. Stakeholder Engagement and Capacity Strengthening

- Support meaningful consultation and participation of schools, communities, and affected or vulnerable groups throughout the project lifecycle.
- Build capacity of MET divisions, PMU staff, and implementing partners on GEDSI and ESS principles, tools, and compliance requirements.
- Support design and delivery of training for MET officials, school leaders, and contractors on safeguarding, inclusion, grievance handling, and ESS roles during implementation.
- Coordinate with Save the Children Australia's GEDSI and safeguards specialists to ensure quality assurance and alignment with organisational systems.
- Contribute GEDSI and ESS inputs to technical working groups, reviews, and governance mechanisms.

5. Monitoring, Reporting, and Learning

- Provide GEDSI and ESS inputs to quarterly, six-monthly, and annual project and GCF reports.
- Track implementation of safeguard mitigation measures, GEDSI indicators, and corrective actions.
- Support internal learning, reflection, and documentation of good practice, challenges, and lessons learned.
- Contribute to evaluations, audits, global learning products, and technical reviews as required.

6. Risk Management, Safeguarding, and Ethics

- Identify, monitor, and mitigate environmental, social, safeguarding, and exclusion-related risks.
- Ensure strong child safeguarding and protection of vulnerable adults across all project activities.
- Promote transparency, accountability, and ethical practice in engagement with communities and stakeholders.
- Support safe reporting and response mechanisms for safeguarding concerns.

7. Health, Safety, and Security

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

Child Protection and Safeguarding Requirements

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

Qualifications and Experience

Essential

- Minimum 5 years' experience in GEDSI, environmental and social safeguards, social development, or related advisory roles.
- Strong understanding of GCF Gender Policy and Environmental and Social Safeguards, or equivalent international donor frameworks.
- Demonstrated experience leading or supporting:
 - Gender and social inclusion analyses
 - Safeguards compliance and risk management
 - Stakeholder engagement and capacity strengthening
- Strong coordination, advisory, and communication skills.
- Commitment to human rights, inclusion, child safeguarding, and ethical practice.

Desirable Knowledge or Experience

- Experience working in Tonga or the Pacific region;
- Experience in education, climate change adaptation, disaster risk reduction, or community-based development.
- Experience working with government ministries and GCF-funded projects.

Desirable Qualifications

- Bachelor's degree in social sciences, gender studies, environmental management, development studies, or a related field.
- Postgraduate qualification in a relevant discipline is an advantage.

Additional Information

- This position is for Tonga nationals.
- Flexible working arrangements, including travel and occasional work outside normal office hours, may be required.
- Appointment is subject to a satisfactory National Police Record Check.
- Ongoing performance will be measured against agreed deliverables, values, and demonstrated behaviours.

Other Requirements

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