



PALAU RED CROSS SOCIETY

P.O. Box 6043 Koror, Republic of Palau 96940
Tel | +(680) 488-5780/5781 Fax | +(680) 488-4540
Email | info@palauredcross.org
Website | www.palauredcross.org
Facebook | www.facebook.com/palauredcross/

VACANCY ANNOUNCEMENT

Opening date: April 08, 2024

Closing date: May 08, 2024

Position:	Climate Action Manager
Job Location:	Palau Red Cross Society Office (PRCS), Koror
Salary:	\$19,819 - \$26,903
Organizational Unit:	Disaster Management
Reports to:	Executive Director
Job Purpose:	Supports the National Society in the fields of climate change, risk reduction, and early warning.
JOB DUTIES & RESPONSIBILITIES	
The Climate Action Manager is responsible for the following: <ul style="list-style-type: none">• Develop PRCS Climate Change Strategy.• Recruit subject-matter expert (SME) in climate change to train and support PRCS in all relevant areas.• Assist in the development of climate change session to be included in future disaster management community trainings, as well as feedback survey to participants afterwards.• Assist with the implementation of Anticipatory Action feasibility assessment.• Provide inputs on grants involving climate change.• Identify new and existing memorandum of agreements (MOU) with partner agencies where climate change work and engagement can be enhanced.• Assist with National Preparedness Month in relation to climate change activities and programs involving PRCS.• Coordinate and participate in sector-based climate services and coordination workshops.• Support State and National Government on climate change policy, plan, or program development and dissemination.• Engage with climate change focal point (in government and non-government).• Assist in securing position of PRCS with Palau Government delegation for ongoing Conference of the Parties (COP) attendance and engagement.• Perform other duties as assigned by the supervisor.	
POSITION REQUIREMENTS (Education, Experience, Competencies, & Languages)	
<ul style="list-style-type: none">➤ Bachelor Degree or higher in Field relating to Climate Change such as Environmental Science, etc.➤ Minimum Two-Year Working in Climate Change Related Field➤ Computer Literate & Proficient in Microsoft Office➤ Ability to Assess & Perform Tasks Independently➤ Ability to Multi-task and Meet Deadlines➤ Good Communication Skills & Works Well with Others➤ Strong Management Skills➤ Proficient in English & Palauan	

Applications may be picked up at PRCS Office at Old OEK Bldg. in Koror or
downloaded at <https://palauredcross.org>.

A Palau Red Cross a "Bedud ra Tmolch" el mora ngidil chad/rokui el chad el kiei er Belau.