

TERMS OF REFERENCE

Student Assistant

Location	Bonn (remote work possible)
Application deadline	31 July 2022
Contract type	CTC
Title	Student Assistant
Languages required:	English
Duration of Initial Contract:	01.09.22 to 28.02.22 for 15-20 hours a week

I. BACKGROUND

United Nations University's Mission: The United Nations University (UNU) is an international community of scholars, engaged in research, postgraduate teaching and capacity development and dissemination of knowledge in furthering the purposes and principles of the Charter of the United Nations. For more information, please visit www.unu.edu.

UNU-EHS : established in December 2003, addresses the risk and vulnerability aspects of human security and the consequences of complex environmental hazards for sustainable development. The work of UNU-EHS helps to improve the in-depth understanding of the cause effect relationships to find ways to reduce risks and vulnerabilities. The Institute supports policymakers and decision makers with evidence-based research and information. www.ehs.unu.edu.

The **Munich Climate Insurance Initiative e.V. (MCII)** was launched by Munich Re in April 2005 in response to the growing realization that insurance-related solutions can play a role in adaptation to climate change, as advocated in the Framework Convention and the Kyoto Protocol. To achieve this, MCII brings together insurers, experts on climate change and adaptation, NGOs, and researchers intent on finding effective and fair solutions to the risks posed by climate change. MCII, through its unique set-up, provides a forum and gathering point for insurance-related expertise on climate change impacts and explores ways how to create sustainable approaches that create incentive structures for risk and poverty reduction.

The student will support the following two and other MCII projects as needed:

The **Pacific Insurance and Climate Adaptation Programme (PICAP)** aims to improve the financial preparedness and resilience of Pacific Islanders to climate change and natural hazards through the development and implementation of market-based meso- and microinsurance schemes. This multi-year programme beginning in Fiji and Vanuatu, after which the programme will roll out to Tonga, Samoa, and the Solomon Islands. PICAP will be working with the Pacific Digital Economy Programme to create digital payment solutions to reach Pacific Islanders in rural and remote areas. The Programme will also work together with governments and relevant stakeholders to develop customized Climate and Disaster Risk Financing strategies as well as macro-to-micro schemes to support the most vulnerable segments. PICAP launched on 2 December 2020 and is jointly implemented by UN Capital Development Fund (UNCDF), UN Development Programme (UNDP), and UNU-EHS through MCII.

The **Climate Risk Adaptation and Insurance in the Caribbean (CRAIC)** project seeks to address climate change, adaptation and vulnerability by promoting weather-index based insurance as a risk management instrument in the Caribbean. The project has developed a parametric

weather- index based risk insurance product aimed at low-income and vulnerable persons exposed to climate stressors. Currently in its second phase, CRAIC is continuing in Jamaica, Saint Lucia, Grenada, Belize, and Trinidad & Tobago. The project is funded by the International Climate Initiative (ICI) of the German Federal Ministry for the Environment, Nature Conservation, and Nuclear Safety (BMU).

II. DUTIES AND RESPONSIBILITIES

Responsibilities

- Assist in the drafting and preparation of materials related the different MCII projects;
- Assist in drafting and editing English documents;
- Conduct literature reviews and reference searches on the use of climate risk insurance for low income populations through relevant reports, journals, and grey literature;
- Contribute to qualitative and quantitative research investigating awareness of DRF instruments and how to purchase them, understanding of how DRF instruments work, trust in financial service providers, access to financial service providers and aggregators, usage of financial instruments, social networks, risk perception, and coping mechanisms among different target groups in Fiji;
- Conduct literature reviews, reference searches and analyses on the use of market-based instruments to address climate risks and human rights implications to support the development of discussion papers;
- Analyse the insurance markets and social protection schemes for national and city governments in the Caribbean and Pacific;
- Provide administrative and organisational support for international conferences and workshops - such as writing invitation letters, updating participant databases, drafting the programme, preparing presentations etc.;
- Facilitate project related reporting documents, prepare group meetings, taking notes, and other project management related tasks;
- Assist with and contribute to the creation of knowledge management products for different MCII projects;
- Support the implementation of expert interviews with relevant contacts at international organizations working on insurance and climate change adaptation;
- Research on upcoming climate (risk insurance) related conferences and events that are of relevance for the MCII projects;
- Provide support to the creation of methodological flow charts and other illustrations for the project of concern;
- Contribute to planning and organizing workshops and meetings in MCII projects;
- Further tasks as agreed to reduce the work-load of the MCII Team.

III. REQUIRED SKILLS AND EXPERIENCE

Qualifications and Requirements

Field of Study:

Economics, Finance, Geography, Environmental Sciences, Risk Management, International (Affairs, Development, Relations, Policy), Political Science, or related field.

Essential Skills and attributes:

- Enrolled at the university (Master students preferred),
- Excellent command of English and experience writing various documents in English
- Strong computer skills, good knowledge of MS Office programs,
- A willingness to learn new technology skills and methods,
- Ability to be flexible and multitask,
- Ability to work remotely,
- Ability to work in an international team,
- Highly motivated and team oriented person.

Desired Skills:

- Strong interest in knowledge sharing and capacity development,
- Some practical work experience in a professional office setting would be an asset,
- An interest in scientific research and science-policy-interaction,
- Previous experience in risk management and/or insurance-related fields,
- Experience in developing countries and in international organizations.

Teaching/learning objectives:

- Understanding of the research work and related activities of UNU and the UN System;
- Gain work experience within UN international working environment;
- Understanding of MCII's field of work including its different projects;
- Learn how to interact in a multi-stakeholder work environment, including working with policy makers, insurance practitioners, NGOs and the UN system;
- Find insight into science-policy-practice;
- Further develop personal portfolio through active participation in research activities on insurance and risk management.