
World Economic Forum

**TERMS OF REFERENCE FOR
CONSULTANT – TFA FINANCE**



[About the World Economic Forum and the Tropical Forest Alliance](#)

The World Economic Forum is the International Organization for Public-Private Cooperation. The Forum engages the foremost political, business and other leaders of society to shape global, regional and industry agendas. It was established in 1971 as a not-for-profit foundation and is headquartered in Geneva, Switzerland. It is independent, impartial, and not tied to any special interests. The Forum strives in all its efforts to demonstrate entrepreneurship in the global public interest while upholding the highest standards of governance. Moral and intellectual integrity is at the heart of everything it does.

Our activities are shaped by a unique institutional culture founded on the stakeholder theory, which asserts that an organization is accountable to all parts of society. The institution carefully blends and balances the best of many kinds of organizations, from both the public and private sectors, international organizations and academic institutions.

The Tropical Forest Alliance (TFA) is a global multi-stakeholder platform focused on reducing commodity driven deforestation. Hosted by the World Economic Forum, the TFA works with over 160 public, private and civil society actors to catalyze high-impact partnerships to address the inherent tensions that exist to grow production while protecting the forests - public and private, producer and market, global and local, people and the forest frontier. The TFA operates regional platforms in Latin America, West and Central Africa, China, and Southeast Asia. It is supported by the Governments of the Netherlands, Norway, Germany, and the UK, as well as the Gordon and Betty Moore Foundation and the Cargill Foundation.

[Background](#)

Agriculture, forestry and land use account for 24% of the greenhouse gas emissions arising from human activity, with the majority of this coming from land use change and tropical deforestation and degradation. Beyond climate-related risks, land use change also affects agricultural productivity, through loss of biodiversity and ecosystem services, soil degradation and disruption of hydrological cycles, creating a further risk to the food security of a growing global population. On the other hand, as per IPCC report, the mitigation potential of reduced deforestation is about one-third of total global GHG emissions.

Almost all major forms of economic activity require financial services. Therefore, finance sector actors have significant leverage over economic activities, but are also exposed to various environmental and social risks and opportunities. While an increasing number of financial institutions are becoming aware of the business case and scientific rationale and are acting to eliminate deforestation from their portfolios, practical guidance and industry alignment on how to achieve forest positive finance as to enable a “just transition” in the agricultural sector is urgently needed. The TFA Finance Sector initiatives are addressing these issues.

Objectives

- The Tropical Forest Alliance is seeking to engage a junior consultant to support its work with the finance sector.
- The total length of the assignment will be 12 months (Oct 2021- Sept 2022) and is renewable after this period
- The work will be remunerated on a monthly basis
- The selected consultant will work directly with the TFA Head of Finance Sector but also with other members of the TFA team across various regions
- Work location: Sao Paulo or London

Duties and Responsibilities throughout the duration of the contract

- Provide support on the management and coordination of the TFA Finance initiatives, including coordination of meetings, providing agendas, producing meeting minutes, briefings and publications, etc.
- Support the development and delivery of events at major meetings, including the Climate COP, Davos and regional meetings at TFA's key regions.
- Managing the administrative tasks related to donors reporting
- Build and maintain relationships with key external stakeholders and stay updated on other industry-wide initiatives

Requirements

The ideal candidate must have:

- Experience in business and/or finance
- Experience working with environment and climate issues
- Hands-on experience managing complex projects and multi-stakeholder initiatives
- Excellent written and verbal communications in Portuguese and English, including creation of visually compelling presentations and comms materials
- Strong team player who can build relationships and work collaboratively across the organization and with partners
- Ability to work in a fast paced, dynamic and flexible organizational structure.

Interested candidates should submit a CV and a short cover letter to tfa@weforum.org by 17:00 CET on September 10th, 2021