

JOB DESCRIPTION

Position: *Head Enforcement and Compliance*

Reports to: *Regulatory Chief Officer/Line Supervisor*

1. BASIC FUNCTIONS

The Climate Action Authority is the first of its kind in Europe, and we know our excellence depends on our staff. Our leadership needs an experienced and dedicated Head to drive workflows and ensure high levels of performance amongst the team. The Head of Enforcement and Compliance role is responsible for the fulfilment of duties within the Climate Action Authority, as assigned to them, and in line with the aims and objectives of the Authority and in accordance with relevant legal instruments, including, *inter alia*, the Authority Act, subsidiary national legislation, and European Union and international legal instruments as may be applicable.

Specifically, the Enforcement and Compliance Head plays a crucial role in coordinating the implementation of market based measures (MBMs) for which the Authority is designated as the competent authority of Malta, including, *inter alia*, the European Union Emissions Trading System (EU ETS), the International Civil Aviation Organisation (ICAO) Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA), and the Carbon Border Adjustment Mechanism (CBAM).

2. POSITION OBJECTIVES

- To ensure that assigned duties are performed and fulfilled in accordance with the aims and objectives of the Authority;
- To contribute towards the objectives of the Authority through effective and efficient planning, managing, controlling and fulfilling of assigned duties.

3. DUTIES OF ENFORCEMENT AND COMPLIANCE HEAD

The Head is responsible for the satisfactory performance of the duties in Annex A.

The Head shall foster, promote and contribute to a culture of work ethic and service to the public and suppliers.

4. ORGANISATIONAL RELATIONSHIPS

4.1 Structural

Responsible to the Chief Officer Regulatory.

The Head may be required to coordinate teams within the Authority to work on specific tasks or projects, and thus be responsible for one or more other staff members.

4.2 Authority

The Head has the authority to take any reasonable action consistent with position objectives and responsibilities and subject to any direction given by the Line Superior or their representative.

4.3 Responsibility

The Head is responsible for the satisfactory performance of all the above duties.

4.4 Accountability

The Head is accountable for all the duties undertaken. The performance and effectiveness of the appointee will be gauged by considering the following:

- the provision of technical advice and expertise within budgets;
- the provision of services within the agreed time frames;
- the sensitivity to concepts of cost-effectiveness and added value;
- initiative and innovative spirit shown;
- quality of the service provided.

4.5 Cooperation and Teamwork

The Head shall promote and contribute to a culture of cooperation, collaboration and teamwork within the Authority.

4.6 Supervision

The Head will receive directives from the Chief Officer or their representative.

5. ELIGIBILITY REQUIREMENTS

5.1 Qualifications and Experience

- Bachelor's degree at MQF Level 6 in Engineering, Environmental Science, Public Policy, Economics, Climate Law or a related field preferably with minimum of 7 years of working experience and 4 years in a leadership role with a demonstrated track record of success.
- Experience in Climate Change Science or related fields to the post, is highly desirable.
- Qualifications at a level higher than Bachelor's degree at MQF level 6 will be accepted for eligibility purposes, provided they meet any specified subject requirements.

It is the responsibility of applicants in possession of qualifications awarded by Universities and other similar institutions outside Malta to produce a recognition statement at application stage on comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC). The MQRIC is the competent body within the MFHEA that recognizes qualifications against the Malta Qualifications Framework (MQF). More information is available in the following URL: <https://mfhea.mt/academic-qualifications/>

5.2 Other

The applicant must have:

- Ability to communicate in Maltese or/and English languages.
- Excellent negotiation and communication skills.
- Strong analytical and problem-solving abilities.
- Attention to detail and strong organizational skills.
- Proficiency in Microsoft Office Suite and other relevant software.

The appointment of candidates who are not citizens of Malta may necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

6. **OTHER PROVISIONS**

6.1 This appointment is subject to a probationary period of twelve (12) months.

6.2 Selected candidates must be of conduct which is appropriate to the post/position applied for. Prior to appointment, selected candidates must produce a Certificate of Conduct issued by the Criminal Records Office or other competent authority not earlier than six (6) months from the closing date of this call for applications, which should be submitted by the selected candidate within one (1) week from the date of the notification of appointment.

6.3 Submission of documentation

With application:

- i. CV
- ii. Covering letter
- iii. Scans of certificates/transcripts and/or testimonials or Jobsplus records or similar supporting work experience.
- iv. MQRIC certification of equivalence in case of foreign qualifications
- v. Scan of ID Card/ passport

At interview:

- i. Originals of certificates/transcript presented with application (for verification)

- ii. Original ID card or passport (for verification)

Prior to signature of contract of employment

- i. Jobsplus / Identita (Identity Malta) permit to work, if applicable
- ii. Certificate of good conduct (original/s)

6.4 In terms of the requirements emanating from Directive 16, regarding the “Governing Framework for Preventing and Managing Conflicts of Interest in the Public Administration”, issued by the Principal Permanent Secretary on 27th November 2023 and which came into force on 1st February 2024, the Selection Board will assess candidates’ previous employments to assess potential conflicts of interest. In this respect, candidates are to provide a completely updated CV, including qualifications and employment history with their application. Any potential conflict of interest matters noted will be reported, to ensure that should the candidate be recruited, such conflicts of interest would be appropriately managed. Moreover, selected candidates are to report any known actual, potential or apparent conflicts of interest prior to accepting an appointment, through the prescribed Declaration available at Appendix 1 to Directive 16.

Annex A

Duties and Responsibilities

To comply and enforce the coordination and implementation of market-based measures for which the CAA is designated as the competent authority of Malta, including, *inter alia*, the European Union Emissions Trading System (EU ETS), the International Civil Aviation Organisation (ICAO) Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA), and the Carbon Border Adjustment Mechanism (CBAM), Union Registry and any new upcoming MBMs especially aligned with the upcoming 2040 targets;

Policy Design and Regulatory Development

Develop proposals for market-based measures (MBMs) instruments such as:

- Periodic carbon pricing monitoring and updates.
- Emissions trading schemes (EU ETS).
- Carbon Border Adjustment Mechanism (CBAM).
- Union Registry.
- International Civil Aviation Organisation Carbon Offsetting and CORSIA.
- Adoption of updated European Climate Law.
- Design policies and transpose legislation to align with international obligations (e.g. Paris Agreement) and EU climate goals.
- Assess interaction with existing regulatory frameworks and sectoral policies.
- coordinate operations with the Head of Reporting and Chief Policy and Strategy sections.

Economic and Environmental Analysis

- Model the economic impact of MBMs on sectors, businesses, and households.
- Evaluate environmental effectiveness e.g. projected emission reductions.
- Conduct cost-benefit analyses and assess social equity implications.

Implementation and Compliance Oversight

- Support roll-out and enforcement of MBMs.
- Develop mechanisms for monitoring, reporting, and verification (MRV) of emissions reductions.
- Ensure compliance with national and EU regulations.
- Re-assess the fees for the Union Registry accounts.
- To identify means of generating revenues in respect to the respective field.

Stakeholder Engagement and Coordination

- Coordinate with ministries, regulators, industry, and civil society.
- Ensure transparency and acceptance of MBMs by affected sectors.
- Provide guidance and support to regulated entities.
- Sector-specific opportunities from benefiting from national attributed revenues from sector specific allowances.

Monitoring, Evaluation, and Adjustment

- Track market performance, price signals, and uptake.
- Recommend adjustments to ensure effectiveness and fairness.
- Report regularly to policymakers on progress and challenges.

Research and Innovation

- Monitor best practices internationally.
- Explore new market-based tools (e.g., carbon contracts for difference, border adjustment mechanisms).
- Advise on integration with emerging technologies and energy transition strategies.
- Work with the Policy team on voluntary carbon markets to enable companies to offset emissions while preparing for future compliance markets.
- Performance-based incentives for the private and public sectors.

Capacity Building and Internal Support

- Train internal team on MBM mechanisms, compliance, and policy impacts.
- Support decision-making with data, simulations, and policy briefs.
- Involvement in local and international meetings relating to the implementation of said market-based measures.
- To keep abreast of developments and ensure a high level of familiarization with pertinent legislation, policies and decision-making processes at national and international level, on matters relating to their area of work.
- Where it may be relevant, to provide technical expert input towards the elaboration of Malta's position in negotiations relating to market-based measures.
- To coordinate the compilation of national reporting relating to the implementation of market-based measures, to the relevant European Union or other international bodies, as may be applicable.

Marketing, PR and Visibility

- Represent the Authority in meetings and conferences both locally and overseas with stakeholders to discuss market readiness and opportunities.
- Involvement in events to raise awareness on climate targets and MBM impacts.
- Updates and progress on periodic PRs and articles.

The Enforcement and Compliance Head may also be required to carry out any other duty as may reasonably be directed by the Line Superior and or his/her representative.