

CONSULTANT VACANCY ANNOUNCEMENT

Issued on: 25 April 2014

ORGANIZATIONAL LOCATION:	Habitat III Secretariat, UN-HABITAT
DUTY STATION:	Nairobi
FUNCTIONAL TITLE:	Habitat III Regional Consultant –Three positions
DURATION:	Four Months
CLOSING DATE:	4 May 2014

BACKGROUND

The General Assembly, through its resolution 66/207 of December 2011, decided to convene the Third United Nations Conference on Housing and Sustainable Urban Development (Habitat III) in 2016. The purpose of the conference would be to reinvigorate commitment to sustainable urbanization through a “New Urban Agenda”. In April 2013, the Governing Council of UN-Habitat, through its resolution 24/14, requested Member States to establish or strengthen their National Habitat Committees and to prepare Habitat III national reports, using those committees, before the first meeting of the Prepcom. The Council further requested the Habitat III Secretary-General to prepare, with the support of the UN system, regional and global reports based on country reports, and to provide support to Member States in the preparation of their Habitat III national reports.

RESPONSIBILITIES

The consultant will focus on one of the six world regions (Africa, Asia, Europe, Latin America and the Caribbean, North America and Oceania), on which he/she must have expertise. He/she will:

1. Provide overall guidance to Member States in his/her region of expertise, through their National Habitat Committees, in the preparation of their Habitat III national reports, which should consider progress in the implementation of the Habitat Agenda adopted in 1996 at Habitat II and new challenges, emerging trends/issues and a prospective vision on sustainable human settlements and urban development, as well as cross-cutting issues, in a balanced way;
2. Facilitate contributions from Habitat Agenda partners, including local governments and their associations, civil society groups, the private sector and academic institutions, to the national reports;
3. Contribute, from the perspective of their region, to the development of a global urban and human settlements database, guided by the urban indicators specified in the guidelines for the preparation of Habitat III national reports;
4. On the basis of Habitat III national reports, prepare a regional report synthesizing the results of the national reports, highlighting similarities and differences in urban and human settlements trends among the countries in the region, achievements and outstanding gaps in the implementation of the Habitat Agenda, as well as emerging issues that a New Urban Agenda should address;
5. Assist in the organization of regional meetings on preparations for Habitat III and facilitate the participation and contribution of Member States to such meetings as well as to meetings of the Habitat III Preparatory Committee.

COMPETENCIES

Professionalism:

- Ability to identify key strategic issues, opportunities and risks related to urbanization and human settlements development.
- Capable of developing methodologies and tools for assessing the implementation of the 1996 Habitat Agenda as well as international goals and targets relevant to urbanization and human settlements.

- Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

Teamwork:

- Works collaboratively with colleagues to achieve organizational goals;
- Solicits input by genuinely valuing others' ideas and expertise;
- Is willing to learn from others;
- Places team agenda before personal agenda;
- Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position;
- Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Client orientation

- Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view;
- Establishes and maintains productive partnerships with clients by gaining their trust and respect;
- Identifies clients' needs and matches them with appropriate solutions;
- Monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems;
- Keeps clients informed of progress or setbacks in projects/activities;
- Meets timeline for delivery of products or services to clients.

EDUCATION

Advanced university degree - (Masters or equivalent), in urban and regional planning, human geography, architecture, urban sociology, urban economics, or any other discipline relevant to urbanization and human settlements.

WORK EXPERIENCE

- Seven to ten (7-10) years of research and professional experience in any of the main areas related to UN-Habitat's mandate, including planning and development of sustainable urban and other human settlements, as well as local governance and management, with a focus on one of the following world regions: Africa, Asia, Europe, Latin America and the Caribbean, North America, and Oceania.
- Experience in organizing seminars, workshops or activities at international level.
- Working experience in an international environment. Working experience with the United Nations System will be an asset.

LANGUAGE SKILLS

English and French are the two working languages of the United Nations Secretariat. For this consultancy, strong command of the English language is required, both oral and written. Knowledge of another UN language will be an advantage.

OTHER SKILLS

Strong analytical and writing skills, ability to prepare complex reports, excellent drafting skills, highly developed organizational and planning skills, meticulous attention to detail and good computer skills, including Microsoft Word, Excel and Power Point.

REMUNERATION

Payments will be based on deliverables over the consultancy period. There are set United Nations monthly remuneration rates for consultants. The monthly rate will be determined by professional seniority and experience of the consultant. The fees will be paid as per agreement.

REMUNERATION

Payments will be based on deliverables over the consultancy period. There are set remuneration rates for consultancies. The rate is determined by functions performed and experience of the consultant. The fees will be paid as per agreement.

Applications should include:

- Cover memo (maximum 1 page)
- Summary CV (maximum 2 pages), indicating the following information:
 1. Educational Background (incl. dates)
 2. Professional Experience (assignments, tasks, achievements, duration by years/ months)
 3. Other Experience and Expertise (e.g. voluntary work, etc.)
 4. Expertise and preferences regarding location/region of potential assignment
 5. Expectations regarding remuneration

Please be advised that applicants for consultancies must be part of the Inspira e-Roster in order for their application to be considered. You can reach the e-Roster through the following address: inspira.un.org

All applications should be submitted to:

Ms. Brenda Gacheru

UN-Habitat

P.O. Box 30030 - 00100, Nairobi

Kenya

Email: brenda.gacheru@unhabitat.org

Deadline for applications: 4 May 2014

UN-HABITAT does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: recruitment@unon.org