

Vacancy Announcement

Date posted: 10 August 2018

ORGANIZATIONAL LOCATION:	UN-HABITAT
DUTY STATION:	Bangkok
FUNCTIONAL TITLE:	Urban Climate Change Action Advisor
CONTRACT MODALITY	IICA-2
DURATION	Full time until 31 December 2018, extendable

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

1. ORGANIZATIONAL SETTING

1.1 UN-HABITAT

The United Nations Human Settlements Programme, UN-Habitat, is the United Nations agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable communities, towns and cities with the goal of providing adequate shelter for all. In collaboration with governments, UN-Habitat is charged to promote and consolidate collaboration with all partners, including local authorities and private and non-government organizations in the implementation of the Sustainable Development Goals (SDGs), particularly Goal 11, which seeks to make cities and human settlements inclusive, safe, resilient and sustainable.

1.2 THE PROGRAMME

UN-Habitat's Cities and Climate Change Initiative in Asia and the Pacific supports national and local governments as well as other urban stakeholders in achieving their global and national commitments at the intersection of climate change and sustainable urban developments. In particular the programme supports the implementation of the **New Urban Agenda** of the Third United Nations Conference on Housing and Urban Development (Habitat III), the Paris Declaration on Climate Change negotiated at **COP 21 in Paris in December 2015** and the **2030 Agenda on Sustainable Development** in particular SDG Goal 11 *Make Cities and Human Settlements Inclusive, resilient, safe and sustainable* and SDG Goal 13 *Take urgent action to combat climate change and its impacts*.

UN-Habitat supports initiatives such as:

- Talanoa Dialogues and other mechanisms which aim to accelerate the commitment to the Paris Agreement, and which will help to renew climate commitments (Nationally Determined Contributions, NDCs) by 2020 as per the **Ambition Mechanism of the Paris Agreement**.
- The **Global Covenant of Mayors for Climate and Energy**, as a Founders Council member. The Global Covenant of Mayors for Climate & Energy is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to a low emission,

resilient society. UN-Habitat supports the acceleration of local climate action that follows international standards, is regularly monitored, reported upon and verifiable.

- **National Adaptation Plans (NAP)** (in partnership with the NAP Global Support Programme) primarily supporting the Urban component of NAPs.
- Global Research and Policy Support through the **Cities IPCC** research agenda.
- **Planners for Climate Action** – to strengthen the partnership with professionals and their organizations.
- **Climate Finance Leadership Alliance** to enhance urban climate finance.

Since 2008 the Cities and Climate Change Initiative in Asia-Pacific has implemented projects that have supported cities in 18 countries in the development of Climate Change Assessments and Action Plans, supported national sectoral, urban and climate change policies, capacity development of a wide range of stakeholders.

Ongoing programmes that target cities and countries include:

- **Myanmar Climate Change Alliance** – supporting National Policies (Climate Change Policy, Urban Policy, Sectoral Policy) to enhance climate Action, climate change advocacy and communication and local climate action planning.
- **Building Climate Resilience of Urban Poor communities** for example supported by 4 projects funded by the Adaptation Fund in Fiji, Mongolia, Laos, Solomon Islands.
- Integration of **Climate Change into National Urban Policies** with country initiatives in Bangladesh, Myanmar, Philippines, Solomon Islands, Sri Lanka, Viet Nam.
- Supporting **climate resilient urban planning and design**, for example in the Philippines supported by the International Climate Initiative.
- Supporting **Ecosystems-based Adaptation** in Bhutan, Cambodia, Laos, Myanmar
- **Urban Low Emission Development Strategies**, Bangladesh, India, Indonesia and Laos
- **Vertical Integration of Climate Change Strategies**, Philippines, Viet Nam
- **Mainstreaming of gender and climate change into sub-national planning**
- **City-wide Resilience Planning** throughout the Asia-Pacific Region

2. PURPOSE

2.1 Requirements of the services

UN-Habitat's Regional Office for Asia and the Pacific aims to strengthen its support to the urban and local climate change response of national and local governments, communities, regional organizations and professional networks. UN-Habitat aims doing so in partnership with sister United Nations Organizations and in support of UN country teams by building up its service offerings and growing its portfolio. The Advisor - Urban Climate Change Action is based in Bangkok to build up UN-Habitat's visibility, network, knowledge management, technical support and resource mobilization.

2.2 Ultimate result of services

This consultancy will result in (1) the successful implementation of the below mentioned projects including the project components, (2) enhanced resource mobilization, (3) enhanced knowledge management, (4) enhanced visibility of UN-Habitat's climate change work.

2.3 Duration

Until 31 December 2018, extendable.

3. TRAVEL

Travel to be arranged by UN-Habitat, Regional Office for Asia and the Pacific.

4. DUTIES AND RESPONSIBILITIES

4.1 Objectives, output expectations and performance indicators

The Advisor - Urban Climate Change Action has the following responsibilities.

Project Management / Technical Advisory Services

- In support of the **Building climate resilience of urban systems through Ecosystem-based Adaptation (EbA) in the Asia-Pacific region** Project, led by UN-Environment, funded by GEF lead the implementation of the project, coordinate with UN Environment, provide technical advisory services to national and local government support the development of urban climate change tools.
- Laos Resilient Communities in urbanizing areas in Southern Laos: Provide Technical Support to the Enhancing the climate and disaster resilience of the most vulnerable emerging settlements, executed by the Ministry of Public Works and Transport, implemented by UN-Habitat and funded by the Adaptation Fund. This includes preparatory support for the project's mid-term evaluation and other support required by the country team
- Pacific Climate Resilient Informal Settlements: Provide Technical Support with particular emphasis on vulnerability assessments, climate change action planning and data management.

Resource Mobilization

- Adaptation Fund Project Cambodia: Technical support to Cambodia office to prepare the full proposal to be submitted to Adaptation Fund Board Secretariat, taking into consideration of comments received. It is expected to work closely with HQ AF focal point, ROAP and national agencies. This required travel to field, consultations with communities and other stakeholders. Project proposal to be submitted in early January 2019
- Provide ongoing substantive support to the formulation/inception of MCCA2 and ASEAN
- Initiates dialogue with potential donors, primarily those based in Bangkok

Policy Advise Knowledge Management, Advocacy and Communications

- Support to Resilience Chapter of "Future of Asian and Pacific Cities Report". Lead the coordination of the expert group meeting and three thematic webinars.
- Support to Global Covenant of Mayors for Climate and Energy and institutional partnership with the International Urban Cooperation Initiative of the EU.
- Provide continued guidance and support to the institutional process of developing, refining and implementing the UN-Habitat Environmental and Social Safeguard system

Coordination with United Nations System in Bangkok

- Continue liaising with large-scale, inter-agency UN projects, including NAP-GSP, the UN-Environment/UN-Habitat Greener Cities Partnership and joint initiatives with ESCAP

4.2 Specific Deliverables

1. Inception Report
2. Monthly report against the above tasks
3. Outputs as described above

Reporting lines

The Advisor - Urban Climate Change Action reports to the Human Settlements Officer (HSO) overseeing the Cities and Climate Change Initiative in the Asia and the Pacific Region based at UN-HABITAT's Regional Office for Asia and the Pacific (ROAP) in Fukuoka, Japan.

5. COMPETENCIES

Professional Competencies

- **Professionalism:** Ability to identify issues, analyse and participate in the resolution of human settlement issues/problems. Ability to conduct data collection using various methods. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Communication:** Speaks and writes clearly and effectively; exhibits interest in having two-way communication; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Managerial Competencies

- **Leadership:** Serves as a role model that other people want to follow: empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements. Provides leadership focuses on impact and result of the project activities; Responds positively to feedback and leads teams effectively and shows conflict resolution skills; Consistently approaches work with energy and a positive, constructive attitude. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.
- **Managing Performance:** Monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly

QUALIFICATIONS/SPECIAL SKILLS OR KNOWLEDGE

Qualifications	
Education:	Advanced university degree (Masters level or above) in urban planning, urban development, development studies, climate change resilience, disaster risk reduction or related field
Experience and skills:	<ul style="list-style-type: none">• Minimum of 7 years' work experience relating to the assignment• Experience in leading urban climate action projects• Experience in urban-related projects and programmes in the Asia and Pacific Region

	<ul style="list-style-type: none">• Experience working with and providing technical assistance to government and community organisations• Experience in coordinating projects and programmes with a wide range of stakeholders including United Nations Agencies.• Experience in Resource Mobilization• Excellent communication skills, both written and interpersonal, are essential• Proficient at Microsoft Office Suite
Language Requirements:	Fluency in oral and written English is essential.

Submission of Applications

Application should include:

1. Cover memo (maximum 2 pages) including expectations regarding remunerations based on the final output of the consultancy;
2. A completed UN Personal History Form (P-11)
Please download the form (MS-Word) from UN-Habitat ROAP web site:
http://www.fukuoka.unhabitat.org/vacancy/index_en.html;

All applications should be addressed to: UN-Habitat Regional Office for Asia and the Pacific, ACROS Fukuoka, 8th Floor, Tenjin Chuo-ku, Fukuoka 810-0001 Japan, and sent electronically via e-mail to: habitat.fukuoka@un.org

Please indicate the VA Title in your e-mail subject:
“Advisor - Urban Climate Change Action”

Deadline for Applications: 24 August 2018

Please note that applications received after the closing date stated above will not be given consideration. Only short-listed candidates whose applications respond to the above criteria will be contacted. The salary will be determined according to the qualifications, skills and relevant experience of the selected candidate. Details and conditions of the contract will be communicated at the interview.

In line with UN-HABITAT policy on gender equity, applications from female candidates are particularly encouraged.

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: habitat.fukuoka@un.org