

**Vacancy Announcement (VA) No 2019 – 009**

**POSITION INFORMATION**

|                        |                                 |
|------------------------|---------------------------------|
| Post Title:            | Consultant - Liaison & Advocacy |
| Duty Station:          | Colombo                         |
| Type of Contract:      | Output based                    |
| Number of Positions:   | One position                    |
| Contract Duration:     | 31 December 2019                |
| Date of Advertisement: | 09-September 2019               |
| Date of Closing:       | 16-September 2019               |

**BACKGROUND AND ASSIGNMENT**

**1. ORGANISATIONAL CONTEXT**

The United Nations Human Settlements Programme (UN-Habitat) is the United Nations agency responsible for human settlements, mandated to promote socially and environmentally sustainable towns and cities, with the goal of providing adequate shelter for all; within the overall objective of the United Nations to reduce poverty and promote sustainable development. The details of the Habitat Agenda, Global Programmes and the Mandate are available in the global web site at [www.unhabitat.org](http://www.unhabitat.org) and the Sri Lankan web site at [www.unhabitat.lk](http://www.unhabitat.lk).

UN-Habitat operations in Asia include activities in Afghanistan, Bangladesh, Indonesia, Iran, Myanmar, Nepal, Pakistan, Philippines and Sri Lanka, under supervision of the Regional Office for Asia and Pacific in Fukuoka Japan.

Since its inception in 1978, UN-Habitat has been closely working with the Government of Sri Lanka and implemented projects and programmes under the themes of, (a) Environment and climate change; (b) Post-disaster recovery and reconstruction; (c) Land and housing; (e) Disaster Risk Management; (f) Urban planning and governance; (g) Pro-poor settlement upgrading; (h) Water and sanitation; (i) Community infrastructure; and (j) Social inclusion.

The United Nations Human Settlements Programme (UN-Habitat), is the United Nations agency responsible for sustainable urbanization and safer human settlements that contributes to the overall objective of the United Nations to reduce poverty and promote sustainable development.

In line with the agency’s 2014-2019 Strategic Plan, UN-Habitat continues to meet the demand from member states in Asia and the Pacific to provide technical advisory services in seven focus areas:

- Urban legislation, land, and governance,
- Urban planning and design,
- Urban economy,
- Urban basic services,
- Housing and slum upgrading,

- Risk reduction and rehabilitation, and
- Research and capacity development.

## **2. THE PROJECT**

UN-Habitat in Sri Lanka is focused on supporting governments in the formulation of policies and strategies to both create and strengthen a self-reliant management capacity at both national and local levels with the assessment of human settlement development constraints and opportunities, the identification and analysis of policy options, the mobilization of national resources and support for improving human settlements.

UN-Habitat believes that as cities grow it's vital that policy makers and city leaders have access to reliable and verifiable information in terms of urban indicators to support decision-making.

Since March 2017, the *State of Sri Lankan Cities project* has been implemented by UN-Habitat in close collaboration with the Ministry of Provincial Councils, Local Government and Sports, through the Sri Lanka Institute of Local Governance (SLILG) and the Local Authorities of the country's nine Provincial Capitals. The "State of Sri Lankan Cities 2018" Report, was launched in December 2018 and is the first ever comprehensive analysis of Sri Lanka's nine provincial capital cities. The report presents the latest spatial and statistical data and recommends a way forward for policy makers while creating a rigorous evidence base for better social, environmental and economic planning and programming for Sri Lanka's cities. In particular, the Report highlights that Sri Lanka's provincial capitals are larger and growing at a faster rate than previously thought; often urban growth has occurred outside municipal boundaries.

The second output is an online database, [www.soslc.lk](http://www.soslc.lk) which uses the information collected and generated for the Report on a platform that allows for easy access to assist policy makers and planners to identify critical projects and policies that can be implemented to help Sri Lanka to grow as a nation. The database involves the collection and collation of information, the development of composite maps and databases, and building capacity of the LA's to use this data, which will enable better planning and encourage investment towards a better urban future for the country.

In the second phase of this project, funded by the Government of Australia, UN-Habitat hopes to ensure the sustainability of the database, and its use to improve information and its analysis of the provincial capitals as the first step in promoting informed and evidenced-based policy and integrated city planning, and private and public sector investment. UN-Habitat will implement this transition project that is a continuation of the SoSLC in conjunction with the Ministry of Internal and Home Affairs and Provincial Councils and Local Government. While the Ministry will have overall ownership of the database, its implementation will be via the Sri Lanka Institute of Local Governance. Other agencies working in this sector will also be engaged. UN-Habitat will provide the technical oversight and training during this transition period.

### **3. FUNCTIONS /KEY RESULTS EXPECTED**

Under the overall supervision of the Country Programme Manager, UN-Habitat and working closely with the Project Coordinator, the consultant will be responsible for liaising with the Ministry of Internal and Home Affairs and Provincial Councils and Local Government in carrying out the following:

- Determining the process of developing a mechanism to sustain the database, this include:
  - Review the process of embedding the database into the state mechanism.
  - Coordinate with relevant authorities and stakeholders to assure the buy-in of the project outcomes and the process.
  - Prepare together with the team and submit to relevant authorities the necessary documents for ensuring that the personnel, maintenance and training components of the sustainability mechanism are included into the state financial and administrative mechanism.
  - Follow up and ensure that sustainability mechanism is in place.
- Circular for mandating LA officials, this include:
  - Identify and brief project on the relevant process needed for the appointment of City Level Database System Administrators.
  - Ensure that the circular/s are released to mandate the relevant personnel at the local authority level.
- Inputs to SC and Working Committee, this include:
  - Brief the Steering Committee,
    - On suggestions from the project on the suggested mandating of city level maintenance
    - On the inclusion of the project sustainability into financial and administrative system
  - Provide inputs based on knowledge of the sector.
  - Participate in all project related meetings.

#### **Final outcomes:**

- Personnel, maintenance and training components of the sustainability mechanism are included into the state financial and administrative mechanism – mid October 2019.
- Required circulars for mandating responsibilities for national level and LA on sustainability and management of the database – November/December 2019.

### **4. QUALIFICATIONS**

#### **Education**

BSc or Masters in Social Science, Urban Planning, Sustainable Development, Business Administration OR disciplines related to the above.

#### **Work Experience:**

Experience in dealing with government agencies and officials, international organizations at senior levels, in Sri Lanka. A thorough understanding of the government administrative system functions. Strong commitment to the participatory process, transfer of knowledge skills, willingness to work in a team, and possess excellent coordination and communication skills.

Experience within the UN system and familiarity with UN rules, regulations and procedures related to field level project implementation are advantageous.

### **Required Years of Work Experience**

Bachelor's Degree with minimum 8 years of post-qualifying experience in related field. Two years of related work experience for Master's degree holders. Work experience in a government establishment will be an added advantage.

### **Language**

Fluency in English and national language (Sinhala/Tamil) of the duty station required.

### **Other skills**

Computer literacy in GIS, MS Word and Excel is essential. Ability to work under pressure against deadlines and to work efficiently in a multi-national team. Good interpersonal skills and cross-cultural awareness. Ability to work with minimum supervision, with efficiency, competence and integrity.

### **Remuneration**

In compliance with UNOPS/UN-Habitat Policy.

### **How to Apply:**

Sri Lankan Nationals meeting the essential requirements of the position are invited to apply by submitting the following documents to [employment@unhabitat.lk](mailto:employment@unhabitat.lk)

- Letter of Interest which clearly indicates the Vacancy Announcement Number (i.e. VA No 2019-009).
- Updated and Signed UN Personnel History Form P.11 (P11 is attached to this VA) and also available in <http://www.unon.org/docs/P11.doc>
- And finally, your email's subject should be Application for the Post of: Consultant – Resource Mobilization, Monitoring & Capacity Building VA No 2019-009)

Failure to comply with the above requirements will result in rejection of the application.

***Due to the large number of applications expected, only short-listed candidates will be contacted. The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).***