

Vacancy Announcement (VA) No 2024-01 (Re-Advertisement)

I. POSITION INFORMATION

Post Title:	Field coordinator
Duty Stations:	Mullaitivu
Type of Contract:	LICA Grade 6 (Contract, Issued by UNOPS on behalf of UN-Habitat)
Number of Positions:	1
Supervisor:	Project Manager
Contract Duration:	1 year with possible extension
Date of Advertisement	7 th May 2024
Date of Closing:	21 st May2024

ORGANIZATIONAL 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 and the Sri Lankan web site at 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.

UN-Habitat operates in several provinces of Sri Lanka, namely, Northern, Central and Uva provinces in conducting several medium to large scale housing and infrastructure projects involving civil construction through community participatory processes.

The UN-Habitat has launched a project, supported by the Adaptation Fund, aimed at enhancing climate resilience in Sri Lanka's Mullaitivu district. The project focuses on improving infrastructure, promoting climate-resilient agriculture, and boosting the socio-economic outcomes of vulnerable communities.

Key measures include preventing saltwater intrusion, rehabilitation minor irrigation tanks, the construction of disaster-resilient toilets and evacuation routes, promoting climate-resilient agriculture, and supporting climate-resilient local development plans. The Ministry of Environment will provide direct guidance throughout implementation. The project targets a

significant reduction in vulnerability to climate hazards, marking a crucial step toward a more resilient future for Mullaitivu District.

This vacancy announcement aims to invite applications from individuals with specific qualifications and experience to coordinate climate adaptation infrastructure activities, including climate-resilient agriculture and income enhancement for vulnerable fishing households. This role involves collaboration with executing entities and line departments for effective implementation.

FUNCTIONS/KEY RESULTS EXPECTED

The candidate will actively coordinate field operations with executing entities and line departments, ensuring seamless project management. Responsibilities encompass overseeing the entire project, providing technical support particularly regarding environmental aspects, and ensuring strict compliance with the standards, rules, and regulations set forth by both the Adaptation Fund (AF) and UN-Habitat.

In particular, he / she will undertake the following tasks under the direct supervision of Project Manager,

- Develop comprehensive plans for infrastructure enhancements, sustainable agriculture, and plans to increase the income of vulnerable fishing households through value-added fish processing in consultation with the Govt line departments.
- Ensure strict compliance with established standards, rules, and regulations of the Adaptation Fund, UN-Habitat, and environmental and social safeguard systems (ESSS)
- Implement measures to meet quality and safety standards in all project components.
- Develop ESSS action plan and regularly assess the environmental and social impact of initiatives
- Facilitate regular meetings with executing entities such as line departments, and local communities to ensure effective communication and collaboration.
- Engage with local communities, especially women and youth, in the decision-making process regarding sustainable agriculture and fishing practices.
- Monitor and evaluate the progress of infrastructure activities, sustainable agriculture, and income-generating initiatives.
- Conduct regular assessments to ensure that resources are utilized effectively by executing entities and address any resource-related challenges.
- Provide technical backstopping to ensure that infrastructure activities
- Ensure that projects align with the broader goals of climate change adaptation.
- Facilitate training programs for local communities, with a focus on empowering women and youth in agriculture and fishing in collaboration with executing entities.
- Produce detailed and punctual reports outlining the progress, challenges, and infrastructure activities, sustainable agriculture, and income-generating initiatives, with a specific focus on environmental safeguard measures aimed at mitigating & adapting environmental effects.
- Document best practices, lessons learned, and success stories to inform future projects and initiatives.
- Undertake any additional tasks, which are deemed appropriate in carrying out the above

QUALIFICATIONS

Education

A bachelor's degree in a relevant field such as Environmental Science, Civil Engineering, Sustainable Development, or a related discipline from a university recognized by the University Grants Commission in Sri Lanka. Membership in a professional body will be an advantageous.

Technical Knowledge

Familiarity with infrastructure development processes, including disaster-resilient designs and climate-resilient solutions.

Understanding of climate change adaptation strategies and sustainable agricultural practices

Work Experience

Strong project management skills with the ability to plan, execute, and monitor multiple initiatives simultaneously.

Proven experience in coordinating and managing complex projects related to climate change adaptation, infrastructure development, and community livelihoods.

Applicants should have a strong commitment to participatory processes, knowledge transfer, a willingness to work in a team, and 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:

With a university degree and at least 4 years of work experience, particularly in coordinating and managing complex projects related to climate change adaptation, infrastructure development, and community livelihoods.

Language

Local knowledge of areas assigned and knowledge in English and the local languages will be advantageous.

Competencies and Skills Required

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. Computer literacy including skills in Project Management Software/drafting software/ engineering design software will be advantageous.

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

- Letter of Interest which clearly indicates the Vacancy Announcement Number (i.e. VA No 2024-01- Re-Advertisement).
- 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>
<https://www.unfpa.org/resources/p11-un-personal-history-form>
- And finally, your email's subject should be Application for the post of field coordinator VA No 2024-01 – Re-Advertisement.

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).