

CONSULTANT VACANCY ANNOUNCEMENT

Issued on: 19st January 2014

ORGANIZATIONAL LOCATION:	UN-HABITAT, Slum Upgrading Unit
DUTY STATION:	Nairobi
FUNCTIONAL TITLE:	Programme Analyst Consultant
DURATION:	6 months with option of extension
CLOSING DATE:	15 February 2015

Background

UN-Habitat is the lead agency for the Millennium Development Goal 7c and 7d aiming for access to water and sanitation and the significant improvement of living conditions in slums.

UN-HABITAT's Regional Offices, the Project Office and the Housing and Slum Upgrading Branch as well as the African, Caribbean and Pacific (ACP) Secretariat and the European Commission (EC) have partnered to establish the Participatory Slum Upgrading Programme (PSUP) as one of UN-Habitat's efforts to mobilise partners and resources to commonly achieve urban poverty reduction.

PSUP consists of three components: Phase 1, participatory urban profiling, Phase 2, participatory action planning and Phase 3, participatory pilot slum upgrading project implementation. Currently, 35 ACP countries are implementing one of these three PSUP phases, and provisions are being made to structure the scaling-up of the programme: a future PSUP Phase 4.

With reference to the Phase 3 of the PSUP, 8 African countries that finalised the Phase 2 activities were selected to continue with this phase and currently develop their respective action plans for the implementation of slum upgrading pilot projects in selected informal settlements.

Slum Upgrading and Prevention

Slum upgrading and prevention can only be efficiently addressed through a systemic and integrated approach and with the involvement and participation of all concerned key stakeholders.

Slum upgrading programmes need to concomitantly tackle security of tenure and land regularisation as well as provision of basic urban services, promotion of good governance, creation of job opportunities, as well as planning challenges and decent housing.

In the past, slum upgrading has been addressed through a project-to-project basis and experience has shown that this approach is ineffective, because it rarely gained scale and/or replication.

The latest generation of slum upgrading actions around the world are part of the city-wide slum upgrading initiatives reflecting a strategic move from project to programme scale such as PSUP.

PSUP in 35 ACP countries

Countries participating in the programme are:

PSUP Phase 1, the Urban Profiling: Benin, Botswana, Lesotho, Rwanda, Saint Vincent and the Grenadines, Togo, Tuvalu and Vanuatu.

PSUP Phase 2, the Action Planning: Antigua and Barbuda, Burundi, Cape Verde, Republic of Congo, Ivory Coast, Fiji, Gambia, Haiti, Jamaica, Madagascar, Mali, Mauritius, Namibia, Nigeria, Papua New Guinea, Solomon Islands, Trinidad and Tobago and Uganda.

PSUP Phase 3, the Pilot Project Implementation: Burkina Faso, Cameroon, Congo (D.R.), Ghana, Kenya, Malawi, Mozambique, Niger and Senegal.

Outputs of Phase 1– the urban profiling and Phase 2 – the action planning can be found on the PSUP website www.unhabitat.org/psup and the www.mypsup.org).

The objectives of this assignment are:

- Strengthen Slum Upgrading and PSUP Unit tools in line with New Urban Agenda
- Strengthen the monitoring and reporting on gender and human-rights based outputs, mostly achievements in reducing poverty and discrimination of women in investment and participation projects
- Provide tools for country focal points to monitor more targeted policy, legislation, economic and design transformations through participatory slum upgrading;
- Provide inputs towards the PSUP country implementation;
- Deliver inputs to the development of training material regarding slum upgrading and prevention;
- Strengthen the resource mobilisation activities regarding slum upgrading and prevention as follow-up for the PSUP in line with the New Urban Agenda;
- Deliver country documentation regarding slum upgrading and prevention;
- Develop background material for PSUP-related international conferences and regional workshops.

Approach

For the Participatory Slum Upgrading Programme (PSUP) and in cooperation with the ACP Secretariat as well as the European Commission (EC), six general programme criteria have been agreed and applied in the proposals to the EC. Consequently, the indicators are essential for future EC external evaluations looking at the successful implementation of Phase 3.

That is why these indicators shall be also integrated in this evaluation and country selection process.

1. **Quality of the project design:** the appropriateness of the suggested project objectives and underlying problems, the needs and priorities of the intended target groups and beneficiaries that the project is supposed to address and the adaptation to the physical and policy environment within it operates. This shall include the quality of the project preparation and design – the logic and completeness of the project planning process, and the internal logic and coherence of the project design.
2. **Achievement of the main objectives and effectiveness of Phases 1 and 2 implementation as well as the proposed Phase 3 pilot projects:** the assessment of expected results and impacts, including unintended ones, and then the comparison of intended and unintended consequences for Phase 2 and Phase 3. The consequences shall be evaluated in relation to the overall goal and the objectives of the PSUP, and the respect countries'/cities' objectives.
3. **Efficiency of the implementation to date:** to what extent funding, human, financial resources, regulatory, and/or administrative resources contributed to, or hindered, the achievement of the objectives and results. This also includes the ownership of the national and local governments to contribute to the programme implementation in line with national priorities and budgets.
4. **Sustainability of the effects:** an analysis of the extent to which the results and impact are being, or are likely to be maintained over time, taking into account the multiplier effect of the planned slum upgrading activities and the extent to which the projects identified in Phase 2 are being or are likely to be financed and implemented (based also on the developed resource mobilisation strategy).
5. **Key cross-cutting areas of interventions:** for example land, environment, gender, human rights, housing, basic urban services etc. are combined and are taken care off in the programme design which leads to a strong project with multiplier effects.
6. **Coordination, complementation and coherence:** the degree that the proposed pilot projects are coherent with national priorities and current efforts of the key local and national partners, with donors and EU policies and Member States in particular, with the UN Country Teams, UNDAF and Poverty Reduction Strategy Papers as well as UN-HABITAT's Country Programme Documents (if in place). This shall include an assessment of the positioning of UN-HABITAT within the overall context of donors in the field of urban development.

Responsibilities

To achieve the above objectives, this assignment is expected to accomplish the following activities:

1. **Lead the Monitoring and Evaluation of the PSUP**

The consultant will support the PSUP programme leader in the monitoring of the programme implementation, provide guidance on progress on country level, analyse programme progress and prepare reports for several purpose;

2. Deliver innovative tools for a slum upgrading and prevention approach, particularly in the area of planning and community development in line with UN-Habitat New Urban Agenda and the 3-legged approach

The consultant is preparing several innovative tools to be used in the context of slum upgrading and prevention strengthening the existing PSUP approach. Thereby the consultant is taking into account the already existing material from the PSUP countries and further elaborates on them. A specific emphasis is need in the area of social upgrading – gender, human rights and integrative measures for inclusive urbanisation. The consultant will test identified tools in PSUP countries and incorporate feedback from them.

3. Resource mobilisation activities:

The consultant will further strengthen existing resource mobilisation activities and will support the identification of other resource mobilisation opportunities including the development of concept notes and project proposals both at the global and country level regarding slum upgrading and prevention;

4. Develop background material for PSUP-related international conferences and regional workshops:

The consultant will develop specific material to be used in international and regional conferences and workshops for the promotion of slum upgrading and prevention;

Overall Implementation Set-up

The consultant will be directly communicating to the PSUP Project Manager. The consultant is based in the office and is in close communication with the team.

Reporting Structure and Implementation Schedule

The consultant will report to The PSUP Project Manager. The activities are expected to be undertaken within 6 months and the consultant is expected to deliver an updated time schedule at the commencement of the contract.

Property rights

Once the outputs are accepted by UN-Habitat, it will be the property of the United Nations, which shall be entitled to all property rights, including but not limited to patents, copyrights, and trademarks with regard to all material which bears a direct relation to, or is made in consequence of, the services provided to UN-Habitat by the Consultant.

UN-Habitat will make reference to and acknowledge the contribution made by the consultant to the preparation of the materials produced by the consultant.

Outputs

- Outline on strengthened alignment of PSUP with the New Urban Agenda
- Report with recommendations for improved programme monitoring and internal regular impact and progress evaluation
- Finalise PSUP Phase 1, 2 and 3 methodology for publication on the e-platform of the PSUP, mostly with a strengthened gender and human-rights perspective;
- Develop 2-3 conceptual papers for the PSUP programme expansion 4-6 innovative tools for strengthening the PSUP methodology
- 2-3 project proposals for resource mobilization
- 3-4 backgrounders on thematic areas regarding slum upgrading and prevention for the use in regional and international conferences

Competencies (maximum of five)

CREATIVITY

- Actively seeks to improve programmes or services
- Takes calculated risks on new and unusual ideas; thinks “outside the box”
- Takes an interest in new ideas and new ways of doing things
- Is not bound by current thinking or traditional approaches

COMMITMENT TO CONTINUOUS LEARNING

- Keeps abreast of new developments in his/her own occupation and profession
- Actively seeks to develop oneself professionally and personally
- Contributes to the learning of colleagues and subordinates
- Seeks feedback to learn and improve

ACCOUNTABILITY

- Takes ownership for all responsibilities and honours commitments
- Delivers outputs for which one has responsibility within prescribed time, cost and quality standards
- Operates in compliance with organisational regulations and rules
- Takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable

CLIENT ORIENTATION

- Consider all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view
- Identifies clients’ needs and matches them to appropriate solutions
- Keeps clients informed of progress or setbacks in projects
- Meets timeline for delivery of product or services to client

PLANNING & ORGANIZING

- Develops clear goals that are consistent with agreed strategies
- Allocates appropriate amount of time and resources for completing work
- Foresees risks and allows for contingencies when planning
- Uses time efficiently

Education

- Master’s in the following fields: International Development, Urban Development, Urban Planning, Community Management or Environmental Planning is required

Work Experience

- Minimum of 6 years working experience in community development, integration and gender in informal low-income communities from an international perspective and field research;
- Experience in project design, management, fund raising, monitoring and evaluation;
- Experience in the production of tools and documentation of experience (case studies, best practice, lessons learned) regarding slum upgrading and prevention.
- Demonstrated ability to undertake capacity building activities in slum upgrading and prevention or in community development, integration and gender;

Language Skills

Fluency in written and spoken English is a requirement; knowledge of French, Spanish, Arabic or other UN official languages is an advantage.

Remuneration

The assignment will be undertaken for a total of 6 months. Fees are dependent on the qualification and experience of the candidate.

Applications should include:

- Cover memo (maximum 1 page)
- CV in the PHP format, accessible through the INSPIRA website (inspira.un.org) Please note, if using INSPIRA for the first time, you need to register in order to activate your account, which will allow you to log in and create a personal History Profile.
- The PHP should be attached to the application as a PDF file.
- 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. Internships/ voluntary work, etc.)
 4. Expertise and preferences regarding location of potential assignments
 5. Expectations regarding remuneration
 6. Three references

Please also be advised that since April 15th 2010, applicants for consultancies must be part of the UN-HABITAT e-Roster in order for their application to be considered. You can reach the e-Roster through the following link: <http://e-roster.unhabitat.org>

All applications should be sent to psup@unhabitat.org

Deadline for applications: 01st February 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