

CONSULTANCY JOB OPENING

Issued on: 30th June 2016

ORGANIZATIONAL LOCATION:	Urban Economy Branch, UN-HABITAT
DUTY STATION:	Nairobi
FUNCTIONAL TITLE:	Consultant on Support and Projects
DURATION:	6 months
CLOSING DATE:	13th July 2016

BACKGROUND

The United Nations Human Settlements Programme, UN-Habitat, is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. The Urban Economy Branch of UN-Habitat has the mandate to promote local capabilities of local governments to develop financial instruments to keep pace with the demands of rapid urbanization.

Urbanization is strongly correlated with economic growth and development. Urbanization underpins one of the key drivers of national economic transformations. This however does not happen spontaneously. Cities and urban centers should be well planned and managed so that they become economic power houses that drive national economic development and offer growing opportunities to all citizens, especially young people and women. Economic growth should be steered in a manner that is inclusive and sustainable. Further, innovative revenue sources and financing mechanisms should be developed and applied to support investment in infrastructure and improvement in service delivery.

The United Nations system is working toward HABITAT III, an agency wide event to decide the New Urban Agenda for the next two decades to take place in Quito, Ecuador in 2016. There are main conferences preparatory of policies and position toward HABITAT III. In the field of finance preparatory activities are underway toward the Conference on Financing for Development which must reflect on the mechanisms that will allow for the mobilization of funding necessary to promote sustainable local development, as well as to unlock the economic potential of urban areas and territories.

RESPONSIBILITIES

Under the supervision of the Branch Coordinator, Urban Economy and Finance Branch, the consultant will be responsible for the following **tasks** and **outputs**:

1. Technical support in the reviewing and tracking projects in the Urban Economy Branch
2. Support in the development of content: publications, concept notes and discussion papers
3. Support in designing a framework to have a rapid assessment of municipal finance
4. Support rapid financial assessment in counties in areas involving analysis and reports
5. Support in developing progress reports on revenue enhancement in counties
6. Support stakeholder conference with Kenya Railways Corporation in
7. Gender focal point for the Urban Economy Branch

8. Facilitation in the preparation of project documents in the Branch

COMPETENCIES

1. Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately.
2. Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise.
3. 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.
4. Accountability: Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards.

EDUCATION

A Bachelor's Degree in Economics, Statistics or related field. An Advanced university degree (Masters or related) in Investment Management will be an added advantage.

WORK EXPERIENCE

The consultant should have the following work experiences:

1. Expertise managing publications on urban economic development and municipal finance
2. Previous experience working with the United Nations on issues related to urban economic development is desirable and will be an added advantage
3. Experience working with an economic policy and/or urban development think tank and/or major economic agency is a plus
4. Experience working independently and as part of a team and to deliver on time and under pressure

LANGUAGE SKILLS

English and French are the working languages of the United Nations Secretariat. For this consultancy, fluency in oral and written English is required.

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 or motivation letter (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. Internships/ voluntary work, etc.)
 4. Expertise and preferences regarding location of potential assignments
 5. Expectations regarding remuneration
- UN Personal History Form (please use the United Nations standard personal history form available upon request or via: <http://www.unhabitat.org/content.asp?typeid=24&catid=435&id=3867>)
- Proof of relevant work (at least two)

Please 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 submitted to:

Ms. Anne Kuria

UN-HABITAT

P.O. Box 30030, 00100 Nairobi, Kenya

Email: Anne.Kuria@unhabitat.org

Deadline for applications: **11th July 2016**

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