

## CONSULTANCY JOB OPENING

*Issued on: 1<sup>st</sup> February 2017*

<b>ORGANIZATIONAL LOCATION:</b>	<b>Urban Economy and Finance Branch, UN-HABITAT</b>
<b>DUTY STATION:</b>	<b>Nairobi</b>
<b>FUNCTIONAL TITLE:</b>	<b>Consultant – Economy and Municipal Finance</b>
<b>DURATION:</b>	<b>6 months</b>
<b>CLOSING DATE:</b>	<b>15<sup>th</sup> February 2017</b>

### **BACKGROUND**

The United Nations Human Settlements Programme, UN-Habitat, is the UN agency for human settlements. It 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. The Urban Economy Branch has the mandate to promote plans and provide support for more efficient, socially inclusive, better integrated and connected cities that foster sustainable urban development.

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.

In many cases, local governments in the rapidly urbanizing world lack the technical capacity to respond to the economic development and financing challenges they face. They lack access to tools, information and knowledge network that would allow them to better understand complex urban systems, innovate and exploit opportunities that urbanization offers them. As the result, in many situation, opportunities of agglomeration economies are missed, local assets are underutilized, enclave economies are created, pushing the e majority to informality, potential revenue sources, such as land value sharing remain untapped.

UN-Habitat through its Urban Economy Branch seeks to support the effort of local and national governments and their partners in tackling the complex challenges and opportunities of urban economy and municipal finance through a range of ways including advisory services, research and tools development, training and capacity building. These activities constitute Subprogram 3 of UN-HABITAT's six-year strategic plan 2014-2019, and the Urban Economy Branch is responsible to deliver them. The aim is to strengthen the capacities of cities to realize their full potential as drivers of economic development and wealth and employment creation, with an emphasis on promoting increased participation of both women and men, and enhancing municipal finance and capacity to support sustainable urban development. The branch is seeking the services of an expert on urban economy and finance to support its initial phase of tools and project development work.

## **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. Support implementation of the zoning model for land rating under the on-going revenue enhancement project in Kiambu County of Kenya by UN-Habitat.
2. Support the process and activities for establishing and adopting an infrastructure development fund for Kiambu County in the revenue enhancement project under the flagship of UN-Habitat.
3. Support revenue enhancement 3rd component by assisting the County government of Kiambu to establish and operate an Asset development company.
4. Participate in revenue rapid assessments for counties as the UN-Habitat field focal person as and when necessary arrangements are completed.
5. Support the Kenya railway cooperation project works in Nairobi at specified times as the UN-habitat focal person for both interest of Economy and planning branches.

The consultant will be responsible for the following **outputs**:

1. Establishment of asset development cooperation and adoption of an infrastructure development fee in Kiambu County.
2. Implementation of the Zone rating model in Kiambu county
3. Reports prepared and submitted following County Rapid assessments for revenue enhancement.
4. Regular report prepared and submitted on regular basis for updating the Coordinator of the Urban Economy Branch and Technical Adviser City Planning, Extension and Design Unit on the progress of Kenya railways cooperation Project. During the project implementation.
6. Increased Revenue collection from the projects specific outputs.

## **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**

Advanced University Degree (Master's degree or equivalent) in public finance, economics, accounting, taxation or related field that is relevant for sustainable urban development. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree

**WORK EXPERIENCE**

The consultant should have the following areas:

1. At least 1 year of experience in local economic development projects, with significant part directly related to revenue generation for cities, municipalities or counties in Kenya.
2. Proven experience in managing projects, research and documentation, trainings, and preparing planning materials (briefs, maps and graphical material using computer assisted design tools).
3. Experience in organizing revenue/economic workshops, surveys, training and key informers interviews.
4. Experience in activities of the United Nations, both in field projects and policy dialogue with stakeholders are desirable and will be an added advantage
5. Conversant and knowledgeable in County budgeting, revenue systems, and spatial plans, and administrative functions.
6. Experienced in research and bulk data analysis, combined and ability to independently conduct field works, prepare of graphic materials, documentation, and production of detailed economic reports.
7. Experience in 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. Joyce David**

**UN-HABITAT**

**P.O. Box 30030, 00100 Nairobi, Kenya**

**Email: [Joyce.David@unhabitat.org](mailto:Joyce.David@unhabitat.org)**

Deadline for applications: **15<sup>th</sup> February 2017**

*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](mailto:recruitment@unon.org)*