

CONSULTANCY JOB OPENING

Issued on: 8 February 2017

ORGANIZATIONAL LOCATION:	Urban Economy and Finance Branch, UN-HABITAT
DUTY STATION:	Home Based
FUNCTIONAL TITLE:	Municipal Finance and Local Development Consultant
DURATION:	35 days spread over 5 months
CLOSING DATE:	15 February 2017

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 support enabling local capabilities to 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 support for more efficient, socially inclusive, better integrated and connected cities that foster sustainable urban development.

This consultancy will contribute to the Branch's support to the City Finance and Local Economic Development activities. The proposed program will focus on crafting the mechanisms for financing infrastructure development by local governments. The consultant will provide technical assistance to the county governments in Kenya and other locations to be determined by the UEB. He will also provide other professional staff and decision makers with tools and training to increase revenues and create the conditions for local economic development.

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. Financial and Legal Mechanisms for Infrastructure and Local Economic Development
 - a. Crafting Financial and Legal Mechanisms for Infrastructure Development
 - b. Introducing the Financial and Legal Mechanisms to additional local governments; know sharing
2. Training Workshops – KMP
 - a. County Cluster Training workshop
 - b. Staff supervision and professional support
 - c. Preparation of professional materials for training

COMPETENCIES

1. Professionalism: Training and experience of working in human settlements issues with good research and analytical skills. Knowledge and experience of carrying out baseline and similar studies is essential. A good understanding of results-based management or logic models is required.

2. **Communication:** Ability to articulate ideas in an effective, clear and concise style both orally and in written to staff at all levels in the organization is required; and a proven ability to prepare comprehensive, well written and accurate documents and reports is important.
3. **Planning and organizing:** Ability to plan, coordinate and monitor own work in an efficient and timely manner. Identify priority activities and assignments and adjusts work accordingly. Has respect for and commitment to agreed timelines.
4. **Teamwork:** Proven ability to work collaboratively across the organization with staff at different levels in a flexible manner; Working with all branches, offices and units, establish an effective working relationship that facilitates cooperation and provision of inputs. Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity is essential.

EDUCATION

Advanced university degree (Master's degree or equivalent) in economics, business/public administration, finance, or related. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Priority will be given to PhD level applicants with explicit background in local government financing and management.

WORK EXPERIENCE

The consultant should have experience in the following areas:

1. Theoretical background and expertise on municipal finance, innovation policies, local economic development and institutional issues related to land and urban planning in Kenya and other developing countries.
2. Extensive practical experience in the area of urban planning, an experience in Kenya and other developing countries.
3. At least 10 years of global professional experience

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: **15 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