

## CONSULTANT VACANCY ANNOUNCEMENT

**Issued on: 27 April 2017**

<b>ORGANIZATIONAL LOCATION:</b>	<b>UN-HABITAT</b>
<b>DUTY STATION:</b>	<b>BOGOTA, COLOMBIA</b>
<b>FUNCTIONAL TITLE:</b>	<b>Socialization process consultancy for the City Prosperity Index within localities of Bogota</b>
<b>DURATION:</b>	<b>2 months</b>
<b>CLOSING DATE:</b>	<b>5 May 2017</b>

### **BACKGROUND**

In 2012, UN-Habitat presented a new vision on urban prosperity based on a multidimensional approach that goes beyond the classic vision of prosperity geared solely toward economic growth. With the goal of measuring the status and progress of cities on the road to that prosperity, UN-Habitat has created a new instrument, the City Prosperity Index (CPI), which integrates the analysis of six major dimensions of urban prosperity (Governance, Productivity, Infrastructure and Connectivity, Quality of life, Equity and Social Inclusion, and Environmental Sustainability) in a “Wheel of Prosperity”.

The fundamental goal of this instrument is to generate true and reliable information for decision-making, providing not only measurable indicators, but also the ability to identify opportunities in potential areas of intervention in order to promote more prosperous cities. This signifies that the CPI is not only a metric tool but also an instrument for political dialogue, for which the result would give an added value to the cities in terms of public policy approach and investments, since its framework of action allows to define policy interventions and transforming actions in areas such as urban planning, governance and legislation, as well as on the economy and municipal financing.

In Colombia, one of the main difficulties encountered in order to apply this tool has been the limited availability of information in most capital cities. Bogota has a greater level as well as better quality of information than the average range and most of the capital cities of Colombia. The recent implementation of the Multipurpose Survey in Bogota represents an important opportunity to increase the processes of analysis of information available for decision making at a more disaggregated territorial level. This allows the strengthening of local capacity to identify and develop interventions and urban planning at a scale of a locality<sup>1</sup>, taking advantage of a better type of urban agglomeration and collective welfare and prosperity design.

Calculating the CPI for each locality of Bogota becomes an important opportunity to support individualization and implementing a series of measures to improve urban functionality and achieve sustainable urban development. It will also be an important input for planning and medium-term development strategies that has been implemented in the city, such as Bogota Scenarios 2025.

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<sup>1</sup> The “locality” is the administrative intra-urban level in the District of Bogota.

## **RESPONSIBILITIES**

Coordinate the socialization stage for the results of the CPI in the localities of Bogota through focus groups work.

Activities/responsibilities expected of the consultant:

- Set up five focus groups in the localities of Bogota (Northeast Sector, Center, Northwest Sector, Southeast Sector and Southwest Sector of Bogota) whose composition must represent the most relevant institutional, social, and economic actors of each locality.
- Coordinate the development of 10 workshops in focus groups to socialize the results obtained in calculating the CPI and to formulate public policy recommendations relevant to each locality (2 workshops per focus group).
- Attend all planning meetings and/or reporting to counterparties as required.
- Comply with all applicable rules and procedures of UN-Habitat for the development of the objectives of this contract.

## **PRODUCTS/DELIVERABLES**

- a) Document that includes a report of the first round of workshops (5 workshops) where presents the findings and feedback from focus groups contribute to measurement of the CPI in the localities of Bogota. The document must include the following:
- Attendance record of the workshops (attendance lists and photographic record).
  - Memories of key messages of each focus group to the process of measuring the CPI.

Deadline: Maximum of 30 days after signing the contract.

- b) Document that includes a report of the second round of workshops (5 workshops) where presents the recommendations provide from focus groups for the construction of local public policies based on the approach of urban prosperity. The document must include the following:
- Attendance record of the workshops (attendance lists and photographic record).
  - Memories with the recommendations from each focus group for the construction of local public policies based on the approach of urban prosperity.

Deadline: Maximum of 50 days after signing the contract.

The Head of Research and Capacity Development Branch will be in charge of supervising the consultant's work as well as the satisfactory submission of the products established. The general coordination of the consultancy will be in charge of the Office of UN-Habitat in Bogota.

## **COMPETENCIES**

**Professionalism:** Knowledge of concepts and approaches relevant to the development of training strategy and the ability to conduct an independent analysis, identify problems, formulate options, conclusions, and recommendations.

**Communication:** Excellent skills in oral and written communication, ability to articulate ideas clearly and precisely, including the ability to prepare and edit a variety of written documents, reports and summaries. It is required to have experience in publishing documents.

**Planning and organization:** Ability to work under pressure, prioritize and plan, coordinate own work plan, use the time efficiently and apply common sense in the context of the terms of competition.

**Team work:** Good interpersonal skills, ability to establish and maintain effective working relationships in a multicultural, multi-ethnic environment with sensitivity and respect for diversity.

## **QUALIFICATIONS**

### **Education**

Masters in Economy, Administration or similar discipline.

### **Work Experience**

Ten (10) year of general experience. Minimum of three (3) years of experience in areas related to urban administration and management. Minimum of three (3) years of experience with the United Nations.

### **Language**

Spanish fluency is required. Preferably an intermediate level of English

**PLACE OF WORK AND LOGISTICS:** The place of work for this contract is Bogota D.C.

**NOTE:** In case work travel is required to any of the place where the headquarter of UN-Habitat is implementing projects, UN-Habitat will be responsible for travel costs and per diem, provided they are approved by the National Programme Coordinator, prior assessment of the need for such a transfer.

## **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 as follows:

The total value of the consultation is USD 10,000.00:

- First payment: USD 5,000.00 upon submission of Product 1.
- Second payment: USD 5,000.00 upon submission of Product 2.

Applications should include:

- Cover memo (maximum 1 page)
- CV in the PHP format, accessible through the INSPIRA website ([inspira.un.org](http://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
- Cover memo (maximum 1 page)

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 submitted to:

**Mrs Anne Idukitta**

**UN-HABITAT**

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

**Email: [anne.idukitta@unhabitat.org](mailto:anne.idukitta@unhabitat.org)**

**Deadline for applications: 5 May 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)*