

CONSULTANT VACANCY ANNOUNCEMENT

Issued on: 7 November 2016

ORGANIZATIONAL LOCATION:	UN-HABITAT
DUTY STATION:	Home-based, with mission as required
FUNCTIONAL TITLE:	GLTN Strategy Development Coordinator
DURATION:	60 days spread over 6 months
LEVEL	P5 Level equivalent
CLOSING DATE:	14 November 2016

BACKGROUND

which is a network of over seventy international institutions that was established in 2006. The Network, since then, has been working to promote secure land and property rights for all, through the development of pro-poor and gender appropriate land tools within the continuum of land rights framework. The GLTN programme seeks to implement the “Resolution on sustainable urban development through expanding equitable access to land, housing, basic services and infrastructure”, GC23-17, passed by the 23rd Governing Council in April 2011 and Resolution HSP/GC/25/L.6 on the Implementation of the Strategic Plan for 2014-2019, passed by the 25th Governing Council in April 2015 and contributes to the implementation of SDGs, Habitat III, the VGGTs and the Framework and Guidelines (F&G) on Land Policy in Africa

The GLTN Phase 2 Programme’s objective is to ensure that “International organisations, UN-Habitat staff and related land programmes/projects and targeted national and local governments are better able to improve tenure security of the urban and rural poor.” Phase 1 of the GLTN implementation programme (2008-2011) focused on normative work and development of pro-poor and gender responsive land tools. Phase 2 of the GLTN implementation programme (2012-2017), builds on the success of the first phase and places emphasis on improving capacity and land tool development towards the achievement of tenure security for all in both urban and rural settings. The Phase 2 programme has secured a budget of USD 30 million, which was planned for consolidating the work on the development of pro-poor and gender responsive tools, further piloting of tools and scaling up implementation at country level.

Both of the GLTN implementation programme phases have been externally reviewed – Phase 1 in 2011 and Phase 2 in 2016. The latter (mid-term) review has just been concluded, and a number of recommendations were made (see the GLTN Phase 2 Mid-Term Report). In this context, the GLTN Secretariat is recruiting a consultant to support the Global Land Tool Network to develop a strategy for the GLTN Phase 3 and prepare a draft programme document for its implementation within the 2018-2023 timeframe. The work will be led by the GLTN International Advisory Board and Steering Committee, with coordination and substantive support from the Secretariat and extensive consultations and inputs from other GLTN Partners including from implementing partners at country level.

RESPONSIBILITIES

The strategy development Coordinator will directly report to the GLTN Secretariat, located in the Land and GLTN Unit of UN-Habitat. The GLTN Secretariat will have the oversight role and report / coordinate with the GLTN IAB and Steering Committee. The GLTN Unit/ GLTN Secretariat will also be responsible for providing and coordinating logistical support for the whole process. The Coordinator will be responsible for carrying out the following tasks;

(1) GLTN STRATEGY DEVELOPMENT

- a. Develop the necessary high level understanding of the GLTN’s work and the challenges and opportunities faced by the Network in its Phase 3; this will be achieved through discussions with key informants, reading of key documents, and analysis of the global / regional / national land sector dynamics.
- b. Develop the necessary high level understanding on the GLTN’s work, role, challenges and opportunities in regards to global and regional frameworks like SDGs, VGGTs, Habitat III; identify the

GLTN comparative advantages and added value with regards to addressing global land challenges and opportunities.

- c. Design a consultative process for the development of the new GLTN 6-year strategy in collaboration with the GLTN IAB, Steering Committee, Partners and Secretariat and in line with the Road Map agreed upon by GLTN. The design of the process, to be outlined in a document, will also indicate the analysis tools to be used and the timeline;
- d. Carry out a desk study of the key GLTN documents needed to undertake the assignment (e.g. GLTN Phase 2 project documents, GLTN mid-term reviews, reports from IAB meetings and Partners' meetings, Country Implementation Strategy, Monitoring and Evaluation Strategy, Capacity Development Strategy, Handling Land, etc.);
- e. Undertake a land sector stakeholder mapping and analysis (global and regional levels);
- f. Land donor mapping, including key possible donors for Phase 3 and key areas of interest;
- g. Develop and administer a questionnaire for GLTN Partners that will help designing the key elements of the Strategy;
- h. Hold discussions with key partners and informants and establish a forum for collection of ideas in coordination with the Secretariat;
- i. Facilitate at least three stakeholders' meetings and focus group discussions around key themes and incorporate outcomes of the discussions in the strategy development;
- j. Develop an annotated outline of the strategy in consultations with IAB, Secretariat, Steering Committee and partners;
- k. Propose a draft the new strategy, which will identify the key elements of the GLTN work, include the definition of thematic and geographic focus areas, and define strategic objectives and key results to be achieved by the Network;
- l. Incorporate comments received from the presentation of the draft strategy at selected events and consolidate a final Strategy document.

(2) DEVELOPMENT OF THE GLTN PHASE 3 PROGRAMME DOCUMENT (30 days)

- m. On the basis of the work done on the Strategy development described above, develop a draft **GLTN Phase 3 programme** document. The drafting of the programme document will capitalize on the relevant recommendations emerging from the MTR report and on lessons learnt from the Phase 2 implementation. The format to be used will be identified in collaboration with the Secretariat. The document will include:
 - Project objectives, outcomes, outputs and activities;
 - Theory of change;
 - Well-articulated result framework;
 - Description of background and key streams of work based on the GLTN Phase 3 strategy implementation strategy, emerging issues in the land sector and comparative advantages of GLTN as a Network (e.g. tool development, capacity development, monitoring, etc.).
 - Risk analysis;
 - Stakeholders' roles;
 - Budget presented in accordance to the format provided by the GLTN Secretariat

The process of developing the programme document will be conducted under the guidance of the GLTN Secretariat. Consultations will be conducted with Steering Committee, IAB and resource persons, interested donors as required. Comments received will be incorporated into the final draft programme document for the GLTN Phase 3.

OUTPUTS

1. Inception report describing the process leading to the development of the new GLTN Strategy and programme document including specific deliverables;
2. GLTN 2018-2023 Strategy;
3. Final draft of the GLTN Phase 3 programme (2018-2023)

COMPETENCIES (maximum of five)

- **Professionalism:** Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy and integrity; Demonstrates excellent interpersonal and professional skills in interacting with development partners. Shows pride in work and in achievements. Demonstrates professional competence and mastery of subject matter. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges. Remains calm in stressful situations.
- **Communication:** Ability to read and process large quantity information received in written / oral / online form; High level written and oral communications skills in English and ability to write in a clear and succinct manner complex and highly technical content. Listens to others, correctly interprets messages from others and responds appropriately. Asks questions to clarify, and exhibits interest in having two-way communication. Tailors language, tone, style and format to match the audience. Demonstrates openness in sharing information and keeping people informed.
- **Planning and Organising:** Develops clear goals that are consistent with agreed strategies. Skills in facilitation of stakeholder engagements; Committed and able to deliver within the set deadlines; Identifies priority activities and assignments; adjusts priorities as required. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Monitors and adjusts plans and actions as necessary. Uses time efficiently.

EDUCATION

At least a master's degree in a relevant field in the area of management, planning, development studies, public policy, land management, or related disciplines;

EXPERIENCE

- At least 15 years of experience in strategic planning, programme management, result-based management and monitoring and reporting is required;
- Extensive experience and understanding of issues, concepts, actors, and overall dynamics in the land sector at the global and/or country level is required;
- At least five years of experience in working at international level;
- Experience in working with global networks is preferred;
- Experience in working with UN and other international organisations is desirable;
- Demonstrated experience in working with complex and dynamic stakeholders and partnerships in development programmes especially in the area of land and capacity development.
- Good knowledge of the work of GLTN or other related Networks would be an asset.
- Evidence of having undertaken similar assignments.

LANGUAGE SKILLS

English and French are the working languages of the United Nations. For the post advertised, excellent proficiency in spoken and written English is required. Knowledge of a second UN language is an advantage.

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 (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
- 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:

Mr./ Ms. Josephine Ruria

UN-HABITAT

P.O. Box 30030, 00100 Nairobi, Kenya

Email: Josephine.Ruria@unhabitat.org

Deadline for applications: 14 November 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