



United Nations  
International Strategy for Disaster Reduction  
Secretariat, Geneva

Palais des Nations  
1211 Geneva 10  
Switzerland  
Fax: (+41 22) 917 0528

<b>Consultancy Vacancy with UNISDR</b>	
<b>Date of issue: 21 March 2012</b>	<b>ISDR/C/09/2012</b>

Post Title & Level: Consultant  
Duty station: Bangkok, Thailand  
Duration: Nine months  
Deadline for applications: 08 April 2012  
Date of entry: 15 May 2012

---

***United Nations Core Values:  
Integrity • Professionalism • Respect for diversity***

**Background:**

The International Strategy for Disaster Reduction (ISDR) is a multi-disciplinary and multi-stakeholder platform to enable societies to increase their resilience to natural, technological and environmental disasters and to reduce associated environmental, human and economic and social risk and losses. A range of United Nations organizations and international partners participate in cooperation with Governments and civil society organizations.

The Hyogo Framework for Action was adopted in January 2005. One hundred and sixty-eight (168) nations committed themselves to substantially reduce the loss of life and livelihoods from disasters by implementing the *Hyogo Framework of Action 2005-2015: Building the Resilience of Nations and Communities* (HFA). Member States of the Hyogo Declaration called upon the United Nations International Strategy for Disaster Reduction Secretariat (UNISDR secretariat) to facilitate the implementation of the five HFA priorities for action in collaboration with relevant national Governments, regional, international and United Nations entities.

In accordance with the Hyogo Framework for Action (HFA), states have the main responsibility for reviewing the progress in implementation of the framework; at the same time regional inter-governmental and international organizations are mandated to review the progress and status of the implementation of the framework at regional and global level.

The UNISDR Secretariat therefore has established a multi-tiered HFA progress review and monitoring framework at the regional, national and local level to assist the countries in reviewing their status and progress in implementing the HFA. A review framework and an online tool are available at each level to support the monitoring and review process.

In Asia Pacific, 3 sub-regional Inter Governmental Organisations (IGOs) and more than 26 countries participated in the HFA review process in 2009-11. The HFA review process is now being again rolled out for 2011-13 biennium. Three distinct HFA monitoring and review tool (*regional, national and local*) will be rolled out over the year. The overall process is greatly dependent on the engagement of stakeholders at both national and local level; ranging from nodal ministries, departments, UN country team and national organisations to local governments, city authorities and local civil society organisations.

In the above context, UNISDR Asia Pacific office in Bangkok is seeking a competent Consultant to act as facilitator of the HFA review process in the region.

### **Duties and Responsibilities:**

The consultant will be based in UNISDR Regional Office in Bangkok and will be under the direct supervision of the Program Officer for Asia Pacific. She/He will carryout the following duties:

- Provide technical support on HFA monitor and review to the sub-regional IGOs and national governments in the region as and when required.
- Assist in implementation of the Local Government Self Assessment Tool (LG-SAT) in the region, and support local governments in using the tool.
- Provide technical guidance and promote multi-stakeholder consultation mechanisms for the HFA progress reporting;
- Assist national governments and UN Country Teams in arranging for workshops, training programmes at country level to ascertain the progress;
- Assist with the application of the on – line monitor system of the HFA for sub-regional, national and local level.
- Analyze and synthesize the progress in HFA implementation in the region at the end of the review cycle.
- Any other assignment as requested by the Head, UNISDR Asia Regional Office.

### **Competencies:**

**Professionalism:** Strong background, knowledge and understanding of the concepts, principles and approaches to disaster risk reduction; proven monitoring and evaluation skills and ability to lead a project to completion.

**Client Orientation:** Ability to identify and analyze clients' needs and develop appropriate services to meet business requirements.

**Communications:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required

**Teamwork:** Strong interpersonal skills and ability to establish and maintain effective partnerships and working relations with people in a multi-cultural and multi-ethnic environment.

**Education**

Advanced university degree (Master's degree or equivalent) in disaster risk management or other related fields. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. 3

**Work experience**

A minimum of five years of progressively responsible experience in the area of disaster risk management, monitoring & evaluation and development project management experience at the national/ local level is required. Familiarity with HFA implementation and monitoring will be an added advantage.

**Languages**

Fluency in written and spoken English is required for this assignment.

**How to apply**

Please email the following documents to the ISDR secretariat at: [isdr-bkk@un.org](mailto:isdr-bkk@un.org)

1. Cover letter, explaining why you consider yourself qualified and motivated for this particular assignment.
2. Completed personal history profile form (The P11 form can be downloaded from <http://www.unisdr.org/who-we-are/vacancies> ).
3. It would be appreciated your stating your full name and the ISDR vacancy notice number (ISDR/C/09/2012) as the subject in your e-mail of application.

**Please note that applications received after the deadline will not be accepted. Applicants will be contacted only if they are under serious consideration.**