

Consultancy Vacancy with UNISDR

Date of issue: 8 October 2013

ISDR/C/17/13

Post Title & Level: Consultant, Europe GFDRR Activities, P4

Duty station: Home-based

Duration: 2 months

Deadline for applications: 15 October 2013

Date of entry: 1 November 2013

United Nations Core Values:

Integrity • Professionalism • Respect for diversity

Background:

Created in December 1999, the United Nations Office for Disaster Risk Reduction and secretariat of the International Strategy for Disaster Reduction (UNISDR) is the designated focal point in the United Nations system for the coordination of disaster reduction and to ensure synergies among the disaster reduction activities of the United Nations and regional organizations and activities in socio-economic and humanitarian fields. Led by the United Nations Special Representative of the Secretary-General for Disaster Risk Reduction, UNISDR has around 100 staff located in its HQ in Geneva, Switzerland, and 5 regional offices and other field presences. Specifically, UNISDR coordinates international efforts in disaster risk reduction, and guides, monitors and reports on the progress of the implementation of the Hyogo Framework for Action; campaigns to create global awareness of disaster risk reduction benefits and empower people to reduce their vulnerability to hazards; advocates for greater investments in disaster risk reduction to protect people's lives and assets, and for increased and informed participation of men and women in reducing disaster risk; and informs and connects people by providing practical services and tools such as Prevention Web, publications on good practices, and by leading the preparation of the Global Assessment Report on Disaster Risk Reduction and the organisation of the Global Platform for Disaster Risk Reduction.

The Global Facility for Disaster Reduction and Recovery (GFDRR) is a major initiative launched in September 2006 that is designed to help meet the global demand for increased investment in disaster prevention and mitigation. Within the context of the GFDRR the World Bank and UNISDR have initiated a South Eastern Europe Disaster Risk Mitigation and Adaptation Program (SEEDRMAP) which is in line with the Hyogo Framework, and aims at reducing the vulnerability of the countries of South Eastern Europe (including Moldova) to the risks of disasters.

The South Eastern Europe Disaster Risk Mitigation and Adaptation programme (SEEDRMAP) was established in 2008 in collaboration with a number of global and European partners. The programme aimed to reduce vulnerability of SEE countries to disasters by focusing on three priority areas of action on DRR: (i) hydro-meteorological forecasting, data and early warning; (ii) coordination of disaster mitigation, preparedness and response; (iii) and, financing of disaster losses, reconstruction, recovery and disaster risk transfer.

In the context of the above-mentioned project, UNISDR Europe is hiring a consultant to carry out an assessment of the results achieved by SEEDRMAP and produce an evidence based report to advice on the outputs and results achieved and propose gaps still needed to be addressed in the future.

Organizational Setting and Reporting Relationships:

Under the overall guidance of the Head of UNISDR Europe and direct supervision by the UNISDR Programme Officer conveying South Eastern Europe issues, the consultant will review advances of the South Eastern European Countries in disaster risk reduction in the context of the Hyogo Framework of Action.

Duties and Responsibilities

The review will aim at gathering elements of success and achievements in addressing the Hyogo Framework through the SEEDRMAP in South Eastern European countries and at the regional level. The compilation of these achievements will contribute to highlight the regional achievements in the context of the HFA 10 year implementation.

This implies interaction and in depth discussion with representatives of the South Eastern European Beneficiaries.

In particular, the consultant will

- Carry out a desk review of all the project relevant documents, work plans, reports and publications.
- Review information provided by the World Bank and UNISDR on the National activities undertaken to complement implementation of the SEEDRMAP project.
- Review HFA Implementation Reports, HFA Regional Reports, UN Country Team Reports on topics related to DRR, World Bank National Project Reports, SEEDRMAP and project outcome of the UNISDR Europe- World Meteorological Organization (WMO) European Commission Enlargement's Instrument for Pre-accession assistance (IPA) regional Disaster Risk Reduction (DRR) project "Building Resilience to Disasters in Western Balkans and Turkey".
- Collect key documents developed on disaster risk reduction to be reviewed linking with the SEEDRMAP Programme
 - HFA Priorities in relation to key indicators (legislation, National Platform, DRR Strategy, High Level Advocacy, DRR investments)

- United Nations Country Team (UNCT) DRR Working Plans on DRR including The United Nations Development Action Framework (UNDAF) / Millennium Development Goals (MDGs). This will include actions undertaken and planned in the context of the UN Common Plan of Action in DRR.
- Activities related to the UNISDR Europe- World Meteorological Organization (WMO) European Commission · Enlargement’s Instrument for Pre-accession assistance (IPA) regional Disaster Risk Reduction (DRR) project “Building Resilience to Disasters in Western Balkans and Turkey”.
- Develop an evidence based report which shall include:
 - Overview of achievements in South Eastern European Countries including Moldova on the implementation of the HFA.
 - Key case studies on emerging successes, e.g. school safety in Turkey, data loss collection in Albania, Serbia etc. The studies will include photos and “quotes” from key actors.
 - Overview of achievements emerging from the SEEDRMAP project.
 - Identification of gaps and further areas for disaster risk reduction actions emerging from the interview.
 - Annexes to the report as deemed necessary.
- Develop a PowerPoint presentation that summarizes the SEEDRMAP impact in the region.
- Summarize in a 4-5 page report SEEDRMAP activities in 2013.

Competencies:

Professionalism: Knowledge of general office and administrative support. Knowledge of administrative policies, processes and procedures. 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.

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; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Qualifications:

Education: Advanced university degree (Master's degree or equivalent) in Project Management (including monitoring and evaluation), or in the project relevant fields: Disaster Risk Management, Hydrology/Climatology, Agriculture/Forestry Studies, Economics, Environmental Management, coupled with relevant experience.

Experience: Minimum of seven years of progressively responsible professional experience in programme/project evaluation in the field of disaster risk management, climate change adaptation, early warning systems, multi-hazard risk mapping, disaster preparedness, emergency and recovery. Experience in the South Eastern Europe, World Bank and European Commission projects is necessary.

Languages: Fluency in written and spoken English is necessary. Knowledge of language of project beneficiary country(ies) is desirable.

Other desirable skills

Knowledge of research methods and applied statistics is a plus.

How to apply

Please email the following documents to the ISDR secretariat at: isdr-europe@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/17/2013) 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. The United Nations does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees). The United Nations does not concern itself with information on bank accounts.