

Terms of Reference

Partnerships Consultant for the Regional Bureau for Africa (RBA)

Location:	UNDP RBA in New York
Type of Contract:	Individual Contract (IC)
Post Level:	International Consultant
Language Required:	English
Starting Date:	16 December 2019
Duration of the Contract:	6 Months
Expected Duration of Assignment:	6 months

Background

Africa's power and prosperity are in partnerships. Together, the United Nations Development Programme (UNDP) is launching a bold new initiative to bring Africans together in partnerships to drive the continent's development: "A new vision for UNDP partnerships: African Influencers for Development - AID". The new UNDP initiative will implement new ways to put Africa at the heart of its own development by harnessing Africa's creative, intellectual and entrepreneurial energy through a powerful coalition of current and future African influencers in business, academia and the arts.

To achieve those objectives, UNDP Regional Bureau for Africa (RBA), has developed a partnership strategy along with an action plan for the next 12 months which is divided into three categories which are interlinked: People, Products & Platforms.

People - The most powerful tool for change is people. This initiative will strengthen internal and external partnerships through convening and communication. RBA will be the ultimate convener of influential Africans to collaborate in support of African development by a movement of influencers in business, academia, arts and entertainment.

Products - Collaboration with academia and the private sector aims at creating distinct bespoke products that will connect RBA with African influencers and further the UNDP brand and influence.

Platforms - Platforms are a vital component of the success of this initiative which will identify how best to capitalize on existing conferences, summits and gatherings where RBA's core messages such as inclusion, equality and gender can be integrated into the programmes and where RBA's projects can be showcased and gain maximum exposure.

To support the implementation of the proposed action plan while ensuring the strategic direction of this new outreach and relationship initiative, RBA is employing a Partnerships Consultant based in RBA HQs.

Objectives / Outcome

The objective of the assignment is to provide backstopping support to the implementation of RBA's partnerships strategy and action plan. The consultancy support will compliment RBA core objectives and capacities. A more connected and coordinated partnership with influential African individuals and institutions will help UNDP to:

- Support Africans to take ownership of their own development.
- Change the narrative and perception of Africa as mere recipients of donor country largesse.
- Domesticated the UNDP message through new non-state actors and new stakeholders and constituencies.
- Access new avenues for resource mobilisation.
- Better identify the priorities of a nation and the continent as a whole and what they need from UNDP.
- Develop programmes more quickly and on a larger scale.
- Identify where to invest, where the energy is ... and where it can have the most impact.
- Identify how to support the private sector to grow and contribute to the development narrative.
- Change behaviors and habits.
- Share knowledge.
- Better tool up to deliver on cross border and regional responses. It will help UNDP tailor its offerings and build its country intelligence across the continent.
- Develop the next generation of leaders as proponents of change, especially in areas such as digital technology and gender, through exchange programmes, private sector support, youth entrepreneurship and incubators and the diaspora. The relationship with academia will also be tremendously mutually beneficial given that human capital is the most untapped resource in Africa.
- Offer partners access to the UN's network, knowledge and critical intelligence. The UN brings access to a global community and ecosystem, expertise in SDGs, impact measurement and innovative financing, access to government counterparts, resource mobilisation with donors and concessionary investors, a network and infrastructure in the country, and neutrality.
- Learn from Africa's private sector approaches. UNDP has much to learn from the private sector's proficiency in early stage investing, capacity building, and efficient, lean mentality that is execution-centric, timely and KPI oriented (KPI measures how effectively a company is achieving key objectives). Consider financing, together we can harness the transformative potential of capital and change the overall UNDP approach to finance.

Duties and Responsibilities:

The consultant is expected to undertake the following duties:

1. In close collaboration with RBA's senior consultants, support the implementation of RBA's Africa Development Partnerships strategy and related action plan;
2. Support RBA's visibility and interaction with selected partners, including on the occasion of conferences and events within the context of the African Development Partnership strategy;
3. Support RBA's efforts in building, nurturing and maintenance of effective partnerships for Africa's development including maintaining close collaborative relationships with the Bureau for External Relations and Advocacy (BERA).
4. Develop and maintain deep knowledge and familiarity with current and prospective partners and relevant stakeholders, contributing to a database of key contacts that would add value to RBA's vision on partnerships and resource mobilization;
5. Act as focal point for identification and pursuit of opportunities for outreach, engagement and collaboration, including on how to anticipate and respond to partners' concerns and priorities.
6. Support RBA's private sector and academia partnerships engagement priority activities as highlighted in the regional strategy.
7. Perform any other duties as may be assigned in support of the Unit's effectiveness.

Expected outputs and deliverables

- Establishment of a system to track the implementation of RBA's Africa Development Strategy and its related plan.
- Maintenance of a data base of partners, new and old including interests around RBA strategic areas of focus.
- Robust partnership networks established with BERA and other partnerships focal points important to Africa's development;
- Systematic follow up of RBA's partnership engagements as a feedback loop into RBA's strategy.
- Maintenance of meeting records and any strategic decision points.

Institutional Arrangements

- a) The Consultant will report to the Chief of the Strategic and Analysis Team (SAT) in relation to all services and deliverables in collaboration with other relevant RBA Units.
- b) The Consultant is expected to engage with other RBA units and technical experts in UNDP HQ, regional service Centre and concerned Country Offices as needed.
- c) The SAT Team will provide the Consultant with necessary documentation and contacts within UNDP at the start of the consultancy.

Competencies

Corporate Competencies

- Demonstrated commitment to UNDP's mission, vision and values including working in a culturally diverse environment;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Demonstrates ability to function in a team environment and shares knowledge and experience.

Functional Competencies

- Excellent verbal and writing skills with strong academic and policy experience;
- Knowledge and understanding of partnerships issues and RBA partnership strategy.
- Outstanding analytical and negotiations skills. Ability to present coherent and convincing positions both in writing and orally.
- Strong ability to take initiative to move complex processes forward to achieve articulated results, work at varying levels and on different initiatives simultaneously (personal organization and ability for multi-tasking). The consultant must also possess an ability to work under pressure and to accommodate change; and
- Demonstrable networking capability, interpersonal skills and strong ability to promote team work.

Required Skills and Experience

Education:

Master's Degree or equivalent in Development, International Relations, Business, or related field.

Experience:

- At least 3-years professional experience in African development issues;
- At least 3-years experience on Africa;
- Demonstrated experience with the UN - understanding of the UN and UNDP's mandates and demonstrated familiarity with its Programme areas of work and the human development approach.

Language and IT Skills:

- Excellent written and oral English communications skills. Fluency in French an added advantage; and
- Fully literate in terms of software and e-networking.

Financial Proposal - Lump sum contract

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in

instalments or upon completion of the entire contract). Payments are made based on delivery. The delivery has to be accepted and approved by the Project team prior to any payment. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount based on deliverables. If additional travels are required during the duration of the contract, related costs will be covered by RBA.

Evaluation

Individual consultants will be evaluated based on cumulative analysis of technical and financial criteria using the following methodology:

- * Technical Criteria weight: 70%
- * Financial Criteria weight: 30%

Criteria for evaluation of candidates

At least 5-years professional experience in communication and/or partnerships with a focus on strategies development and implementation – 40 %

At least 5-year experience on – 30 %;

Demonstrated experience with the UN - Understanding of the UN and UNDP's mandates and demonstrated familiarity with its Programme areas of work and the human development approach;

General Terms and Conditions for Individual Contracts

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