

Terms of Reference

Post Title:	International Consultant (Programme Management and Technical Advisor)
Project Title	Safer Cities Programme in Erbil, Kurdistan Region IDPs Shelter Support
Consultancy Fees	10 monthly payments within 11 months and 1 week
Contract Duration	10 working months within 11 months and 1 week
Starting Date	28 th January 2017
End Date	04 th January 2018
Duty Station	Erbil, Iraq with possibility to travel to other governorates as required.
Justification and background	<p>The United Nations Human Settlements Programme (UN-Habitat) is the United Nations agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all.</p> <p>This international consultancy is located at the UN-Habitat Iraq Programme based in Erbil, Iraq, for six months from 1 February 2015.</p> <p>The most recent hostilities in Iraq have led to 2 million Iraqi Internally Displaced Person's (IDPs). Almost 600,000 IDPs are residing in Kudish Region in Iraq (KRI). The United Nations has recently declared a Level 3 Emergency, to launch a more urgent and scalable response to meet life-saving needs, with food, shelter, protection and health interventions as priorities.</p> <p>UN-Habitat has been engaged in emergency response projects in KR-I since 2013 through UNHCR funding in supporting shelter and WASH for refugees. In 2012, UN-Habitat developed the durable shelter solutions for people affected by displacement in Iraq after the completion of large shelter project in 2011 for IDPs/returnees in Erbil, Babylon, Wasit and Thi-Qar. The implemented project provided shelters for 296 IDP/returnee families through constructing core houses on public allocated land. In response to the current IDP crisis, UN-Habitat has already agreements with the concerned authorities of Erbil, Sulaimanieh and Duhok to allocate lands for the establishments of Prefab Shelter Units for the most vulnerable refugees.</p> <p>Aside from the crisis, UN-Habitat's Programme is working with central and local government partners to support them, in strengthening relevant aspects of governance and management in the following urban areas:</p> <ul style="list-style-type: none"> • Effective urbanization, urban planning, and local governance • Improved land management and administration • Increased emphasis on pro-poor housing • Improved infrastructure and basic services <p>The Safer Cities Programme was launched in 1996 by UN-HABITAT in order to seek sustainable urban management to tackle urban crime and violence in cities. To date UN-HABITAT has supported 77 cities in 24 countries all over</p>

	<p>the world. Under the Kurdistan development vision 2020, UN-Habitat has launched recently a project in Sulaymaniya aims to be a good practice on the Safer Cities Programme in the Kurdistan Region of Iraq. The project encourages cooperation among the various key stakeholders to promote urban safety particularly for women and girls in the city to secure human rights and enhance the rule of law in the KRI. The project also support the establishment of a safer cities platform between citizens, civil society organizations, local authorities and security institutions in Sulaymaniya, and implement a series of physical interventions in public spaces to prevent and reduce crime in the centre of Sulaymaniya city. The project is jointly implemented by UN agencies including UNDP and UNWOMEN</p>
Responsibilities and Activities:	<p><u>I. System Support on Safer City Project:</u></p> <p>To support project launching and activities organization of the safer city project through:</p> <ul style="list-style-type: none"> • Draft TORs for the "Capacity enhancement of key stakeholders on prevention of VAW&G in public spaces"; • To coordinate with the governorate, UNWOMEN and local partners to identify intervention sites (inner city area); • To coordinate with UNWOMEN for the preparation and implementation of the women Safety Audit (WSA) conducted at several locations in intervention area in Sulaimaniya; • Draft TORs for the "Place Making Exercise (PME) conducted at several locations in intervention"; • Draft TORs for the "Detailed Neighborhood Upgrading Plan" and the "Action Plan for implementation of Detailed Neighborhood Plan"; • Draft TORs for the "Trainings programmes on public participation, good governance and urban management"; • Draft Action plan and relevant TORs for the establishment and functioning of the "Community Police Task Force (CPTF)"; • Draft TORs for the "Pilot interventions in market area". <p><u>II. General System Organization Support:</u></p> <ul style="list-style-type: none"> • To support the team in reviewing, improvement and editing project documents, annual and periodic reports; • To support the team in drafting TORs; • Enter new projects into PAAS in collaboration with country team; • Follow with ROAS and HQ to prepare for PAG and coordinate with concerned departments to approve the projects in the system and to establish the projects into the IMIS; • To undertake on the job training on PAAS in coordination with the head of the programme. <p><u>III. Technical Support to humanitarian response and urban disaster risk reduction activities:</u></p> <ul style="list-style-type: none"> • To assist in the preparation of projects concerned with the current humanitarian response; • Provide substantive support to the the country programme in urban resilience, humanitarian programme cycle and sustainable recovery; • Background research and analysis on emerging issues and specific

	<p>responses strategies towards urban resilience and disaster risk reduction.</p> <p>IV. <u>Specific System Organization Support to ROAS:</u></p> <p>10% time input to ROAS activities (2 days/ month): Backstopping Project Accounting and Accrual System (PAAS)/ Support to Regional Project Advisory Group (R-PAG):</p> <ul style="list-style-type: none"> • Provide support to country offices to enable them to enter projects into PAAS, build necessary capacity of substantive staff if required; • Review PAAS entries before R-PAG and ensure that result based management considerations have been followed and cross-cutting issues sufficiently been reflected; • Assist R-PAG Secretary in calling for R-PAG session; attend R-PAG webex session and draft Minutes of Meetings/ Checklist; • Follow-up project review in PAAS and ensure that recommendation made during R-PAG have sufficiently been reflected; • Support establishment of M&E system for UN-Habitat Arab Region, utilizing PAAS. <p>V. Performs other duties as required</p>
UN Core Competencies:	Professionalism; Communication; Coordination; Teamwork; Planning & Organizing; Client Orientation; Commitment to Continuous Learning.
Skills Competencies, Experience and Language	<p>Education: Advanced university degree in post-conflict and post-disaster emergency response studies Excellent writing skills are essential.</p> <p>Experience: At least two years of progressive experience in field related to Terms of Reference of the consultancy assignment, establishment of working relationships with various humanitarian and development partners, capacity to work in a complex institutional environment involving government, international agencies, private sector and civil society organizations. Strong interest in issues concerning urban development. Understanding of urban development paradigms and socio-political situation of the Arab Region and the respective sub-regions. International experience an asset, especially with the United Nations System.</p> <p>Language: Fluency in English (both oral and written) is required.</p> <p>Other skills: Proficient in website and internet applications, database management, Microsoft Office (Word, Excel, PowerPoint), image and publishing software (Adobe Photoshop, Illustrator, etc.).</p>

Cost/Time Implication Table:

Task	Total USD
28 Jan – 27 Feb 2017 payment upon activity report	
28 Feb – 28 Mar 2017 payment upon activity report	
29 Mar – 08 Apr 2017 Break	

09 Apr – 08 May 2017 payment upon activity report	
09 May – 08 June 2017 payment upon activity report	
09 Jun – 17 Jun 2017 Break	
18 Jun – 17 Jul 2017 payment upon activity report	
18 Jul – 17 Aug 2017 payment upon activity report	
18 Aug – 26 Aug 2017 Break	
27 Aug - 26 Sep 2017 payment upon activity report	
27 Sep - 26 Oct 2017 payment upon activity report	
27 Oct – 04 Nov 2017 Break	
05 Nov – 04 Dec 2017 payment upon activity report	
05 Dec 2017 – 04 Jan 2018 payment upon activity report	
Total consultancy fees	

NOTE:

UN-Habitat will cover the below expenses:-

1- DSA and terminals will be paid separately on ad-hock basis for missions outside the duty station (Erbil) only.