



## **TERMS OF REFERENCE FOR CONSULTANT UNCT Retreat 2022 Facilitator**

<b>Type of Contract:</b>	<b>Individual Contract</b>
<b>Languages Required:</b>	<b>English</b>
<b>Commencement Date:</b>	<b>21 February 2022</b>
<b>End Date:</b>	<b>25 February 2022</b>
<b>Total number of days:</b>	<b>7 working days</b>
<b>Location/duty station:</b>	<b>KwaZulu-Natal Midlands</b>
<b>First Level Supervisor:</b>	<b>Head of Office/Team Leader, UNRCO (South Africa)</b>

### **1. Introduction and Background**

The United Nations Development System in South Africa comprises 17 specialized Agencies, Funds and Programmes that form the United Nations Family. The work of the UN thus covers a wide array of development areas which are considered as crucial for the country's national development efforts. In addition, the UN consistently works with both state and non-state actors in its contribution to national development to ensure an inclusive planning process. The United Nations Country Team (UNCT) in South Africa convenes an annual Strategic Retreat, which serves as a platform of engagement between UNCT members and external partners in areas of emphasis for the year ahead, to integrate these areas into UN programming and more importantly, ensure both internal and external accountability of the UN system.

### **2. Context**

The year 2021 proved to be yet again very challenging, characterised by new COVID-19 waves, additional loss of thousands of lives, lockdowns and a civil unrest. All that has caused further strain in the health sector, school closures, increased gender-based violence, violation of basic human rights and disruption to economic activities. The latter led to sizeable costs, in terms of additional losses of jobs, incomes and livelihoods. The policy debate has very much focused on these issues, but new ones have also been brought into sharper light. COP26, concluded on 13 November 2021, saw a renewal of South Africa's commitments to addressing climate change and the country's positioning itself towards a just transition. The continuation of the pandemic and its impacts on lives and livelihoods, in turn, led the national government to extend the Social Relief of Distress Grant to the end of March 2022. In this context, a proposal to have the relief grant as part of an embryonic phase of a Basic Income Support (BIS)

has been made by a consortium of stakeholders who are working with government on this matter.

These two policy issues – COP26 outcomes (and the just transition) and South Africa’s social protection system with a focus on BIS – are cross cutting and most likely to have important implications for how the UN system in South Africa supports the government in 2022 and beyond, and how it goes about the ongoing implementation of the UNSDCF.

It is in this context of continued socio-economic upheaval and new policy challenges that the UNCT in South Africa will convene its next annual retreat between 22 and 24 February 2022. Within it, it is crucial that the UN System in South Africa review and redefine its implementation plan for this decade of action.

The 2021 UNCT Retreat focused on the implementation of the UNSDCF, with particular emphasis on the growing importance of the District Development Model (DDM). The 2022 Retreat will turn its attention to **strengthening the knowledge on and implementation of the UN Reform**, while also taking on board the new policy challenges facing South Africa. In this light, the UNCT Retreat compels the UN to review its current instruments and consider their responsiveness to the changing national context. Furthermore, in assessing the UN SA national implementation of the UN reforms, the retreat will aim to assess how the Country Team is able to strengthen “Delivering as One”. The programme for the retreat has been designed with these objectives in mind.

### 3. Purpose

For this purpose, RCO South Africa is looking for a short-term consultant service who can facilitate and lead the UNCT Retreat as per the below requirements.

### 4. Scope of work

Under the overall supervision of the Head of the Resident Coordinator’s Office and in close collaboration with RCO staff and selected UNCT members, the consultant will facilitate the UNCT Retreat scheduled for 22-24 February 2022.

	<b>Key deliverables – for amendments as needed</b>	<b>Number of days expected to complete</b>
1.	<b>Preparation</b> to ensure the retreat agenda and format will be fit to deliver the UNCT retreat that can produce the outcomes envisaged.	2 days
2.	<b>Facilitation of the Retreat in-person (KwaZulu-Natal Midlands)</b>	3 days
3.	<b>Consolidation of Final Retreat Report</b>	2 days

	Total number of days expected	7 days

Note: Payment for this consultancy will be made in one installment upon the successful completion of the Retreat and submission of the final report.

## 5. Key Tasks

The Consultant/ Facilitator must be able to lead discussions effectively. More specifically, the objectives of the assignments are as follows:

- Facilitate the presentation and discussion in the retreat in an organized manner to help UN Heads of Agencies mutually identify key strategic directions and decisions that will be mutually owned as a UNCT.
- Support RCO to finalize the meeting agenda and discuss the expected outcomes.
- Facilitate discussions to increase alignment among the UNCT to achieve greater cohesiveness around shared goals.
- Produce a consolidated report that includes Retreat Outcomes and Resolutions.

## 6. Expertise and competencies

### Corporate Competencies:

- ☐ Demonstrates integrity by modeling the UN's values and ethical standards
- ☐ Promotes the vision, mission, and strategic goals of the UN
- ☐ Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

### Functional Competencies:

#### Communication Skills

- ☐ Excellent writing and analytical skills in English
- ☐ Ability to communicate and present ideas clearly

#### Development and Operational Effectiveness

- ☐ Experience in strategic planning, results-based management and reporting
- ☐ Ability to apply finance and economic theory to the specific country context

#### Management and Leadership

- ☐ Consistently approaches work with energy and a positive, constructive attitude
- ☐ Ability to converge or persuade differing groups towards a common goal

## 7. Qualifications:

### Education:

- A Postgraduate degree in development studies, communications, economics or social studies or other relevant areas of study to meeting facilitation.

Experience:

- At least 10 years of work experience in the relevant field, with increasing independence, at international level.
- Proven experience in facilitation of UN meetings.
- Experience in coaching is an asset.
- Experience in the facilitation of high-level meetings on strategic discussions.
- Demonstrated understanding of substantive policy issues in the field of humanitarian, development and peace related initiatives, in particular in the UN context.

Computer Skills:

- Very good use of Microsoft applications – word, excel.

Language Requirements:

- English