



UNDP APROC TERMS OF REFERENCE

Title: International Consultant for the Regional Training on Economic Recovery
Type of Contract: Individual Contractor
Duration: During May-August 2012
Duty Station: Bangkok, Thailand with travel to New Delhi-India

Background

Over the past decade, the Asia-Pacific region has experienced unprecedented levels of economic growth and significant declines in overall poverty, yet this growth has not resulted in uniform economic gains to its diverse populations. Furthermore, the conflict profile of the region has worsened in recent years in the Asia-Pacific region. In 2009, there were a total of 365 conflicts in the world and one-third of them in the Asia-Pacific region. According to a United Nations Report, nearly 75% of all lives lost due to natural disasters occur within the Asia Pacific region. In 2011, extreme weather events brought severe damages to a number of countries in Southeast and East Asia i.e. China, the Philippines, Vietnam, Cambodia, Thailand and Lao PDR, where affected communities were in the process of recovery from the devastating floods of previous year(s). Persistent conflict, cyclical and recurring natural disasters coupled with low national capacities have increased the region's risk and vulnerability and reduced progress on the MDGs.

Recovery in a post-crisis situation can be especially difficult, as vulnerabilities increase and human lives and livelihoods are threatened. To protect the valuable human lives and their livelihoods, it becomes important to stimulate growth using a variety of available means. In this context, economic recovery has been commonly described as "the process of stimulating the growth of an area's local economy through market development, strengthening new and existing enterprises, and job creation in the private sector and public institutions, including reconstructing needed infrastructure that will allow for trade and commerce to take place in local, national, regional and international markets." Economic recovery should aim to help re-establish foundations of self-sustained development.

Working with the goal of improving understanding of economic recovery in the region, UNDP's Regional Crisis Prevention and Recovery (RCPR) team in the Asia-Pacific Regional Centre, Bangkok conducted a series of dialogue in 2011 with disaster risk management and development practitioners through the DRM-Asia Community of Practice (CoP) on ongoing economic recovery initiatives in the region. The process resulted in a stocktaking of UNDP supported projects and generated valuable insights on best practices as well as challenges

and missed opportunities. In order to better understand the practice of economic recovery in post conflict/ disaster situations and to define areas for programmatic interventions, the RCPR team organized a "Practitioners' Workshop on Economic Recovery" in Bangkok from 6-9 December 2011 which was attended by the representatives of national and local government agencies, civil society organizations, NGOs, private sector, and UN agencies. The main objectives of the workshop were to share experiences about economic recovery and analyze various approaches and practices for income stabilization in a post-crisis situation to promote sustainable livelihoods, inclusive growth and strengthened capacities to mitigate disasters. In addition to sharing of experiences and discussing a range of issues, the participants identified interventions for economic recovery in post conflict/ disaster interventions.

The discussions during the Workshop highlighted a number of important aspects of economic recovery, such as – greater emphasis on economic recovery of households, livelihoods and economic recovery needs assessments and economic recovery programming, monitoring and evaluation, and engagement with the private sector. The workshop participants also provided a number of recommendations for strengthening the practice of economic recovery.

Given UNDP's mandate as the global lead for the Early Recovery Cluster and coordinator of Early Recovery Network, the participants suggested UNDP should exercise its dual role as a broker of partnerships and a protector of communities to help foster effective models for stakeholder engagement to prepare for economic recovery and livelihood schemes. Building capacities and knowledge base on economic recovery was identified as a common need by all participants.

With the above background, the RCPR team at UNDP APRC intends to organize a Regional Training Workshop on Economic Recovery during 18-22 June 2012 in Bangkok. The consultant is expected to develop and organize a Regional Training Workshop on Economic Recovery to enhance practitioners' skills in developing and implementing economic recovery incorporating gender sensitive, conflict sensitive and disaster risk reduction principles. The consultant will work under direct supervision of Regional Disaster Reduction Advisor of UNDP Asia-Pacific Regional Centre.

Objectives of the Assignment

To design and develop training course materials to support economic recovery in post-crisis contexts, lead the organization of a regional training workshop on economic recovery, and prepare a guidance note on income stabilization and sustainable economic recovery in the Asia-Pacific region.

¹ Under the Cluster system, 11 clusters were established at the global level, with one or more lead agencies to coordinate the functioning of each cluster. These clusters include: Food Security, Camp coordination/ Management, Emergency Telecommunications, Education, Emergency Shelter, Health, Nutrition, Logistics, Protection, Water and Sanitation, and Early Recovery.

Scope of Work

I. Development of training course materials

- 1) Conduct an exhaustive research and collect the relevant materials regarding economic recovery:
 - a) Review the workshop materials and workshop report of the Regional Practitioners' Workshop held in Bangkok during 6-9 Dec 2011
 - b) UNDP corporate materials on Livelihoods and Economic Recovery
 - c) UNDP COs materials (practices and experiences)
 - d) Relevant materials from other agencies like ILO involved in economic recovery programmes. This will include relevant documents, web sites and URLs.
- 2) Following the recommendations of the Dec 2011 Economic Recovery workshop and in consultation with the RDRA and RCPR team, draft a concept note and outline of training course curriculum on economic recovery
- 3) Upon finalization of the training course curriculum outline, collect and collate relevant course materials for various modules
- 4) Identify suitable resource persons for developing specific modules of the training course and put-together draft course materials based on the consultations and discussions with resource persons, RDRA and RCPR team
- 5) Wherever applicable and advised, identify and collate case studies on various aspects of economic recovery to provide examples of good practices.

II. Design and development of the training workshop

- 6) Based on the agreed training course curriculum, draft a training course programme identifying key resource persons and potential participants
- 7) Provide necessary support to resource persons and presenters in preparing for agreed workshop sessions and materials
- 8) Ensure coherence and appropriate flow of topics, discussions and exercises in the training agenda
- 9) Compile Participants' Workbook prior to the training workshop
- 10) Provide necessary guidelines and formats to all resource persons and presenters for the training workshop
- 11) Prepare necessary training course announcements, invitation letters, logistics note and coordinate with participants and resource persons. All necessary logistics support for coordination will be provided by the RCPR team.

III. Organization of the training workshop

- 12) Ensure that most updated agenda is shared with all and necessary workshop materials (reference materials, participants' guide, etc.) are available to all participants
- 13) Facilitate presentations and provide necessary support of conduct of exercises, if any
- 14) Organize and conduct a workshop evaluation
- 15) Serve as recorder of workshop proceedings, group outputs and facilitator's synthesis.

IIII. After the workshop

- 16) Prepare a workshop report capturing the presentations and discussions during the workshop and identifying areas where the future training workshop needs improvements and/ or changes
- 17) Update and consolidate all workshop materials into a "standard" training package after the workshop that can be used in the future to deliver training on economic recovery.
- 18) A guidance note on income stabilization and sustainable economic recovery in the in the Asia-Pacific region to be prepared (a 30-40 page document).

Duration of Assignment, Duty Station and Expected Place of Travel

Duration of Assignment: During May 2012 – August 2012

Duty Station and Expected Place of Travel: Bangkok, Thailand with travel to New Delhi-India

Deliverables/Output

1. Regional Training Workshop on Economic Recovery successfully conducted.
2. Standard training course materials on economic recovery are available as per agreed modules.
3. A guidance note on income stabilization and sustainable economic recovery in the Asia-Pacific region.

Provision of Monitoring and Progress Control

The consultant will work under direct supervision of Regional Disaster Reduction Advisor (RDRA) of UNDP Asia-Pacific Regional Centre.

- Draft concept note and agenda of the training workshop by 15 May
- Completion of course materials by 31 May
- First note for nomination of participants by 15 May
- Invitation letters to nominated participants by 31 May
- Completion of training course materials by 15 June
- Preparation of a Workshop Report by 15 July
- Preparation of a Guidance Note by 31 August

Degree of Expertise and Qualifications

Educational Qualifications:

Masters degree in Disaster Management, Environmental Science, Agriculture, Ecology, Environmental Law, Development, International Relations, Economics or similar field.

Experience:

- 5 years experience in international development with emphasis on disaster management.
- Understanding of recovery issues in post-conflict and disaster situations and direct experience of working on at-least one recovery programme in Asian region
- Understanding and experience of working with disaster management training programmes and tools.

Knowledge and Skills:

- Excellent understanding of disaster risk reduction principles and concepts
- Excellent familiarity with the concepts of recovery
- Knowledgeable on the UN system's work in disaster risk reduction.
- Good facilitation and communication skills.
- Excellent oral and writing skills in English
- Ability to work well under pressure.
- Good interpersonal skills and flexible attitude.
- Ability to liaise and work with people of different backgrounds and nationalities
- Excellent working knowledge of MS Office-Word, Excel, Access, Power Point, Intra-Internet, e-mail applications etc.

Please visit <http://asia-pacific.undp.org/whatsnew/consultants.html> to see full job descriptions. Interested persons should submit a detailed resume, and UN Personal History Form (P11) with a cover letter clearly stating the position title by **26 April 2012**. Women candidates are encouraged to apply. Kindly send the application to:

Procurement Unit

G.P.O Box 618, Bangkok 10501 or email to: rcb.procurement.th@undp.org

Only shortlisted candidates will be notified

Please be noted that the closing date is extended from 26 April 2012 to 10 May 2012

