

Consultant Vacancy with UNISDR	
<b>Date of issue: 26 September 2012</b>	<b>ISDR/C/25/2012</b>

Post Title & Level:	Consultant
Duty station:	Djibouti, Djibouti
Duration:	Eleven months
Deadline for applications:	4 October 2012
Date of entry:	As soon as possible

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***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 PreventionWeb, 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 Intergovernmental Authority on Development (IGAD) Secretariat is currently strengthening its institutional capacity in order to realize the full implementation of its Disaster Risk Management (DRM) programme which is in line with Hyogo Framework for Action (HFA) and the African Disaster Risk Reduction (DRR) Strategy. Consequently, UNISDR seeks to recruit a Disaster Risk Reduction/Disaster Risk Management (DRM) Consultant to help provide technical services to support implementation of the Policy and Plan of Action in the IGAD sub-region and member states.

The European Commission's Humanitarian Aid Department is funding a project on drought risk reduction for the Horn of Africa. Technical support will be provided to IGAD through UNISDR Regional Office for Africa. The technical support will strengthen IGAD's capacities for DRR and provide technical support in the implementation of IGAD's regional Disaster Risk Management Programme in the IGAD member states, and address cross-boundary drought risks.

### **Organizational setting and reporting relationships.**

The consultant will work under the supervision of the Head of UNISDR Regional Office for Africa and the Programme Manager of Humanitarian Affairs responsible for DRM programme of IGAD.

### **Duties and Responsibilities:**

1. Ensure coordination and possible consolidation of IGAD DRR and IGAD Drought Resilience Platforms.
2. Develop content for DRR policy-related issues and for discussions at the regional level.
3. Generate an IGAD HFA progress report.
4. Support integration of DRR into education in the IGAD region.
5. Support application of existing national disaster loss databases for regional analyses of disaster impacts.
6. Develop a draft version of data-sharing protocols for implementation between IGAD member states.
7. Assist the disaster management unit to manage sub-regional disaster reduction interventions at country level and to prepare reports on implementation of the IGAD DRM policy in line with the Africa Programme of Action.
8. Undertake any other duties that may be required.

### **Key Outputs:**

The consultant will be expected to:

1. Produce a draft document on IGAD DRR & Education Strategy.
2. Support the implementation of the IGAD DRM Unit Work Plan.
3. Involve IGAD units (beyond the DRR unit) in DRR work.
4. Provide details on technical support provided to at least 3 IGAD member states.

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**Competencies:**

**Professionalism:** Knowledge and understanding of the concepts, principles and approaches to disaster and drought risk reduction.

**Communications:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

**Education:** Advanced university degree (Master's degree or equivalent) in development studies, social sciences, environmental sciences or other related field.

**Experience:** A minimum of five years of progressively responsible experience in disaster risk reduction, project management and early warning systems. Experience in community-based disaster risk management and multi-stakeholder coordination. Good knowledge of International Development Issues and/or Disaster Management.

**Computer skills:** Working knowledge of Microsoft Office, in particular Word and Excel. Basic knowledge of online databases, Power Point required.

**Language skills:** Fluency in written and spoken English. Knowledge of French is an advantage.

**How to apply**

Please email the following documents to the ISDR secretariat at: [isdr-africa@unep.org](mailto:isdr-africa@unep.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/25/2012) 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.**