

Consultant vacancy with UNISDR	
Date of issue: 10 September 2013	ISDR/C/15/13

Post Title & Level: Consultant

Duty station: Home Based

Duration: One month

Deadline for applications: 16 September 2013

Date of entry: 8 October 2013

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 Prevention Web, 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.

In order to assist local governments (both urban and rural) in assessing their progress in disaster risk reduction efforts, UNISDR and its partners developed an online tool named, Local HFA: Local Government Self-Assessment Tool¹. It is the newest in a series of tools for measuring the progress of nations and communities towards meeting the objectives of the Hyogo Framework for Action (HFA), which is the world's only universally-accepted guide for reducing disaster risk.

¹ <http://www.preventionweb.net/english/hyogo/hfa-monitoring/local/>

This Self Assessment Tool is an important element of UNISDR's work with Local and National² governments. Local governments report their progress on 41 qualitative indicators which primarily are related to risk reduction, preparedness and governance areas.

Using the Local Government Self-Assessment Tool helps to set baselines, identify gaps, plan actions and have comparable data across local governments, within the country and globally, to measure advancements over time. By using this universal tool, through a multi-stakeholder approach, cities and local governments can argue for priority setting and budget allocations within its administration and with the national government.

The online tool is hosted on the website www.preventionweb.net/english/hyogo/hfa-monitoring. At the end of each assessment, local governments will have enough information to map and understand existing gaps and challenges in disaster risk reduction in their locality and set a baseline for making cities disaster resilient. Local Governments would also benefit from interactions with their national government in cases where the national government has undergone a similar review using the National HFA Monitor.

C. Rationale:

Since the launch of the First Cycle of Local HFA in 2011, 121 Local Governments² have conducted their Self Assessments representing diverse economic and socio-political location in reducing disaster risks. While the second cycle of the Local HFA has now begun, and taking into account that the global process has been initiated to define the Post 2015 Framework for Disaster Risk Reduction (HFA2)³, it is envisaged that a review of the self-assessment along with the indicators of reporting is necessary to identify the gaps in the reporting indicators, areas that are missing and the process of review. As stated in the report of the High Level Panel on the Post-2015 Development Agenda⁴, Local Authorities have a central role in disaster risk reduction – identifying risks, early warning and building resilience.

C. Objective:

The evaluation will build on desk research, on-line surveys and interviews to assess the current framework, template (indicators, process), the online tool and suggest concrete improvements for the future review cycles.

The evaluation should respond whether the current indicators and process is:

- Accessible and Achievable (understandable and easy to use)
- Time-efficient (appropriate timelines, time to complete online formats etc.)
- Participatory (conducive of multi-stakeholder involvement)
- Measurable (impact of change, meaningful)
- Supported (effective communication with UNISDR focal points and HQ and Making Cities Resilient Campaign partner)

The evaluation will build on two main sources of information:

- A. First, an online survey will be conducted, inviting all local governments that have conducted their self-assessments and those who have used the reports, national governments, Making Cities Resilient Campaign partners and Advocates to comment on the past review cycle and in particular on indicators, the communication process, timelines and the online tool/ reporting templates. The survey will be developed and conducted by the consultant.
- B. Secondly, a series of semi-structured telephone and email interviews will be conducted with specific (pre-identified) Local governments, National Governments, partners, donors involved and with relevant staff from UNISDR. The outline of the interview structure and questions will be developed by the consultant in coordination with UNISDR.

² <http://www.preventionweb.net/english/hyogo/progress/reports/local.php>

³ www.preventionweb.net/posthfa/

⁴ <http://www.post2015hlp.org/wp-content/uploads/2013/05/UN-Report.pdf>

The consultant will analyze the findings of the online survey and conduct the interviews, building on these findings as well as filling possible gaps in information. The focus of the interviews will be on getting a better understanding of the needs of the Local governments and the sectors involved, both in their role as participants in the HFA review process as well as decision makers at the local level.

D. Deliverables:

The main outcome of the evaluation will be a set of recommendations for an improved edition of the Local HFA.

The consultant will need to submit the following deliverables:

- Detailed work plan with timeline and milestones;
- A final evaluation report with particular focus on the review processes and the indicators of Local HFA;
- Revised set of indicators to measure impact of change (quantitative and qualitative) with Means of Verification;
- Revised guidelines on the reporting process for the Local HFA

Competencies:

Professionalism: Knowledge and understanding of concepts and approaches relevant to disaster risk reduction.

Qualifications:

Education: Advanced university degree (Master's degree or equivalent) in statistics, disaster risk reduction, economics, environmental studies or other related fields. A first- level university degree in combination of qualifying experience maybe accepted in lieu of the advanced university degree.

Experience: A minimum of seven years relevant work experience in research and analysis, disaster risk reduction, development planning or related areas. Experience working with cities and local governments is an added advantage. Familiarity with global policy frameworks and agreements related to disaster risk reduction, climate change, Millennium development goals and Sustainable development goals is an advantage. Proven analytical skills in literature review and data analysis are desirable.

Language: Fluency in oral and written English.

How to apply

Please email the following documents to the ISDR secretariat at: isdr.vacancies@un.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/15/2013) 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.