

Consultant vacancy with UNISDR	
<b>Date of issue: 18 September 2013</b>	<b>ISDR/C/16/13</b>

Post Title & Level: Consultant

Duty station: Addis Ababa, Ethiopia

Duration: Six months

Deadline for applications: 25 September 2013

Date of entry: 1 October 2013

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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 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 Africa, UNISDR is a strong partner of the African Union (AUC) and provides support to the African Union and Regional Economic Communities in the implementation of the African Regional Disaster Risk Reduction Strategy and the Programme of Action (2006-2015) in line with the Hyogo Framework Action. AUC has the responsibility to facilitate and coordinate the implementation of the Regional Strategy, while Regional Economic Communities (RECs) promote the implementation of the Programme of Action and the Africa DRR Strategy through the establishment of sub-regional disaster risk reduction platforms and focal points, and through preparation of programmes for

resource mobilization to support national and sub-regional efforts. Member States, who have the primary responsibility to operationalize the Africa Regional Strategy, Programme of Action for DRR and the Hyogo Framework of Action, require multi-stakeholder national platforms or national committees, including civil society organizations, media, private sector, scientific and educational institutions, to be put in place for accelerated implementation of DRR. The African Union Commission, with support and collaboration of the UNISDR and other partners are focusing on strengthening sub-regional and national capacities including strengthening coordination through more effective platforms, mainstreaming DRR. At the regional level, coordination efforts have been strengthened through the reconstitution of the African Working in March 2011 as mandated by the Ministerial Conference. The Africa Working Group is chaired by the AUC and is the main coordination mechanism to provide advisory and technical support to AUC, RECs and Member States. Coordination at regional level is also facilitated through the Africa Regional Platform facilitated by the UNISDR with Ministerial Conferences as the main policy body.

### **Organizational Setting and Reporting Relationships:**

Under the overall direction of the Commissioner for Rural Economy and Agriculture, the Consultant will be supervised by the Head of Division for Environment and Natural Resources in close coordination with the Head of UNISDR Regional Office for Africa. The duties outlined below will be performed in line with the agreed work-plan of the Department of Rural Economy of the African Union Commission, the UNISDR ROA for 2012 – 2013.

### **Duties and Responsibilities:**

The Consultant will provide support to the AUC in implementing the Africa Regional Strategy and the Programme of Action for DRR in line with the HFA, and the recommendations of the Declaration of the Second African Ministerial Conference on DRR held in Nairobi in April 2010. Provide support in the mainstreaming of DRR into relevant programmes and agendas of the AUC and Regional Economic Communities (RECs) with strong linkage with Climate Change Adaptation. In particular to:

- a. Support the organization of Continental African Conferences and meetings on DRR, Africa Regional Platform, and the meetings of the Africa Working Group including preparation of documents, agenda, draft outcomes and ministerial declaration and reports, coordination of logistics as well as technical advice.
- b. Facilitate and where possible liaise with similar initiatives of other agencies in compilation of DRR related activities, information sharing, exchange of experience and practices on DRR through establishment of regional knowledge networks with the Member States for exchange of good practices and experiences through Africa regional forums, platform and the Global Platform and information to promote knowledge exchange on DRR among the Member States of the African Union.
- c. Assist in promoting economic indicators, cost benefits of disaster reduction and capacity building for disaster loss and damage assessment through UNISDR, the AUC, International Financial Institutions and other partner organizations to target audiences (e.g. governments and reinsurance industries)

- d. Strengthen or establish where necessary strong links between AUC, UNISDR with international, regional and sub-regional organizations and support inter-governmental and interagency processes to establish effective working relationships with international, regional and sub-regional organizations working in disaster preparedness, humanitarian and disaster relief,
- e. Perform any other tasks and missions proposed by the AUC and UNISDR Africa.

**1. Deliverables/ Expected Results**

- a. Strengthened AUC leadership in coordination and monitoring of implementation of DRR through an active and effective African Working Group (AWG).
- b. Reports as required to support the AWG meetings and the Africa Regional Platform and the pre-conference planning for the World Conference on Disaster Risk Reduction in Sendai, Japan
- c. Draft the Africa Report on its position on post-2015 HFA and other related reports as required by the Head of Division for Environment and Natural Resources
- d. Submit monthly reports on activities to UNISDR and AUC-DREA.

**Competencies:**

**Professionalism:** Strong background, knowledge and understanding of the concepts, principles and approaches to disaster risk reduction. Familiarity with disaster risk reduction programmes and activities at regional, sub-regional levels and ability to identify and analyze regional and national priorities, needs and capacities and develop appropriate strategies and actions

**Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately

**Planning and Organizing:** Develops clear goals that are consistent with agreed strategies and programmes; identifies priority activities and assignments; adjusts priorities as required.

**Teamwork:** Strong interpersonal skills and ability to establish and maintain effective partnerships and working relations with people in a multi-cultural, multi-ethnic environment

**Qualifications:**

**Education:** Advanced university degree (Master's degree or equivalent) in disaster risk management, development, public policy or a related field. A first- level university degree in combination of qualifying experience maybe accepted in lieu of the advanced university degree.

**Experience:** A minimum of 5 years of experience working in the field of disaster risk reduction. In-depth understanding of the Hyogo Framework of Action and Africa Strategy and Programme of Action and Ministerial Declarations on Disaster Risk Reduction. Experience on organization of regional forums and workshops is desirable.

**Language:** Fluency in oral and written English.

**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>).

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3. It would be appreciated your stating your full name and the ISDR vacancy notice number (ISDR/C/16/2013) 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.**