

Posting Title : Advocacy and Outreach Consultant
Department/ Office : United Nations Office at Geneva
Location : Cairo
Posting Period : 10 November 2014 - 20 November 2014
Job Opening number : 14-United Nations Office at Geneva-38511-Consultant

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Duties And Responsibilities

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 organization of the Global Platform for Disaster Risk Reduction.

The position is located in the United Nations Office for Disaster Risk Reduction (UNISDR), Regional Office for the Arab States, which is located in Cairo, Egypt and covers the Arab region.

Duties and Responsibilities:

As a member of the Regional Team, the Consultant will support advocacy and outreach activities for disaster risk reduction with particular focus on engaging and supporting cities, local authorities and the Private Sector in the Arab States region, the Consultant will undertake the following tasks:

- Coordinates and promotes activities related to the UNISDR-led World Disaster Reduction Campaign on Making Cities Resilient in the Arab Region, including monitoring and reporting on regional commitments related to urban risk reduction and cities resilience (as declared in Arab Conferences for Disaster Risk Reduction);
- Supports cities and municipalities, which joined the Campaign on Making Cities Resilient, to implement the Ten Essentials for making cities resilient, as well as support cities' efforts to monitor progress through the Local Government Self-Assessment Tool and the City Disaster Resilience Scorecard;
- Supports, plans and organizes advocacy and capacity development events and workshops on resilience and risk reduction targeting local governments, private sector and youth in the Arab region, and in this regard, collaborates with other team members on events targeting national authorities, media, civil society and other stakeholders;
- Facilitates the collection, documentation and dissemination of good practices on local governments and private sector role in disaster risk reduction in the Arab region;
- Supports the overview and management of the Arabic and English regional updates on PreventionWeb to ensure the timely provision of relevant and reliable national and regional information on disaster risk reduction activities;
- Liaises with the private sector in the Arab region to promote their engagement and support to DRR efforts, including through the establishment of a regional private sector network as well as through the management and holding of relevant seminars and workshops;
- Supports project development, fund raising, project implementation and reporting to donors on cities' resilience related projects and activities;
- Provides information and updates to UNISDR Headquarters on regional developments related to advocacy and outreach activities;
- Undertakes office related tasks as required by Head of Office.

Work Location

Cairo

Expected Duration

12 Months from 1 January 2015

Qualifications/Special Skills

Academic Qualifications:

Advanced University degree in international development studies, humanities, social sciences, or related field. A first level university degree with a combination of relevant academic qualifications and experience may be accepted in lieu of a university degree.

Experience:

- 3 to 4 years of progressive work experience in advocacy activities.
- Knowledge and professional experience and training in the field of disaster risk reduction climate change, and/or sustainable development is an asset.
- Excellent analytical and communication skills
- International working experience.
- Previous experience in the region is a plus
- UN Experience is a plus
- Experience in multicultural contexts
- Ability to work in highly stressful contexts and under tight deadlines
- Computer literate. Ability to use and learn specialize programs/software

Language:

Fluency in English (speaking and writing skills) is required. Knowledge of Arabic is a plus

United Nations Considerations

The United Nations shall place no restrictions on the eligibility of men and women to

participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

As per UN policy, Consultants and Individual Contractors may not apply for or be appointed to any position in the Professional or above categories and for positions at the FS-6 and FS-7 levels in the Field Service category within six months of the end of their current or most recent service. This restriction does not apply to associate experts (Junior Professional Officers) appointed under the Staff Rules.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.