

**URBAN LEGISLATION, LAND AND GOVERNANCE BRANCH, UN-HABITAT
JORDAN OFFICE
TERMS OF REFERENCE
JUNIOR PROFESSIONAL OFFICER (JPO)**

Position: Junior Professional Officer (JPO)

Branch: Urban Legislation, land and Governance Branch

Location : Amman, Jordan

BACKGROUND AND JUSTIFICATION

The United Nations Human Settlements Programme (UN-Habitat) is mandated by the United Nations General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. The assignment is located in Amman duty station, and the incumbent will report to the Programme Coordinator of Jordan Programme and/or his/her designate, in close collaboration with the team in Amman office

The United Nations Human Settlements Programme (UN-Habitat) is the lead entity within the United Nations system for coordinating activities in the field of human settlements and urbanization. Its activities contribute to the overall objective of the United Nations system to reduce poverty and promote sustainable development within the context of a rapidly urbanizing world. UN-Habitat has been operational in Jordan since 2005, which used to be a sub-regional information office initiating and supporting operational activities in Jordan and neighboring countries (Iraq, Palestine, Syria, and Lebanon). Since July 2013, UN-Habitat Jordan office has been transitioning into a program-oriented office engaging in activities with other UN agencies to support the Government of Jordan nationally and locally in addressing impacts of the Syrian Crisis in urban areas.

As the Syrian Crisis in Jordan is profoundly urban, with 80% of refugees settling in hosting communities (urban areas), and in support for the Jordanian municipalities, UN-Habitat is currently working on strengthening the Jordanian Resilience in urban protracted crisis through significantly improving access to basic services for low income Jordanians and Syrian refugees by leveraging private capital; Enabling targeted and well-coordinated support in strained municipalities through capacity-building and urban assessments; Developing National Urban Strategy and Regional Urban Strategies for a holistic urban governance, and finally supporting municipalities to address the adverse effects of climate change.

The main areas of focus for the programme includes:

- Developing a National urban policy for Jordan
- Enhancing livelihoods opportunities and social cohesion through improving access to public spaces
- Strengthening climate action in the water sector
- Strengthening the resilience of local communities to flash floods

Public Space Projects

UN-Habitat Jordan has implemented one public space project in Zarqa in collaboration with Zarqa Municipality to enhance social cohesion between local communities and refugees. Currently, the programme is implementing another three public space projects in Amman, Zarqa and Ghor Al Safi in collaboration with Greater Amman Municipality, the Housing and Urban development Corporation (HUDC) and Municipality of Ghor Al Safi. These projects are implemented in collaboration and with the support of Global Public Space Programme at UN-Habitat Headquarter.

The development of green public space in Jordan is a priority at the government level. While there are already limited public spaces in Jordan, the COVID-19 outbreak further emphasized the lack of green public spaces that are accessible in many neighbourhoods across the municipalities. Research by Gehl emphasizes the essential role public spaces play in a pandemic and concluded that there is a need to redefine, adapt, and amplify the current role of public space. In Ghor Al Safi, one of the targeted area, there is an absence of parks. In response to this, the mayor of the Southern Al-Aghwar Municipality contacted Zaha Cultural Centre, a local NGO and our partners in this intervention, and requested their support in the rehabilitation of an open space and an old building to convert them into a community centre and a green public space that serves the local community. Accordingly, public space projects simultaneously encompasses social, economic, and environmental dimensions.

Firstly, women's access to public spaces — whether parks, schools, workplaces, streets or public transport — is hindered by their household responsibilities and limited mobility linked to gender stereotypes and the increased household tensions resulting from the COVID-19 crisis. The access to safe public spaces can improve the quality of life and socioeconomic wellbeing of women. UNFPA defines a safe space as a “formal or informal place where women and girls feel physically and emotionally safe,” with ‘safe’ denoting to the “absence of trauma, excessive stress, violence (or fear of violence), or abuse.” By reclaiming their equal ownership of public spaces, women are better able to reclaim their right to the city and right to equal treatment both within and beyond the confines of their homes. At the same time, the reality of the lack of safe and accessible

public spaces to women—whether due to the conservative cultural norms or the fears over safety—remains a burden on the mental health and wellbeing of Jordanian women. A gender-sensitive public space needs to consider in its design and development the comfort, wellbeing, health, safety, and empowerment of women. An inclusive participatory process is the foundation on which gender-sensitive public spaces are developed. Additionally, better lighting and unobstructed visible spaces are examples of gender-sensitive planning measures that can have an impact on women’s safety and their comfort.

Secondly, the economic response to COVID-19 is affecting households’ food security, livelihoods, and mental health, especially for women. Thus, there is an increased need for safe and green public spaces as well as increased livelihood opportunities for vulnerable women in order to contribute to their psychological well-being and economic empowerment. Public spaces can additionally improve the economic livelihood of vulnerable communities by being a place to legitimately conduct informal businesses. This public space can provide a platform to facilitate marketplaces and economic exchange.

Thirdly, the development of green spaces in cities provides fundamental ecological solutions to climate change and its consequences as well as strengthens climate action and improves urban environment. The project will ensure that environmental requirements are met by following the UN-Habitat’s environmental strategies, namely UN-Habitat’s Environmental and Social Safeguards (ESS) Guide.

DUTIES RESPONSIBILITIES AND EXPECTED OUTPUT

Under the supervision of UN-Habitat Jordan National Programme Coordinator, the JPO will be responsible for supporting the implementation of the three public space projects and coordinating with different stakeholders. The JPO will be based in Jordan during project activities requiring her/his physical presence for execution of activities that require that, with frequent travel to concerned municipalities and project’s sites. He/She should be committed to the delivery on time of project tasks for the whole period of the project. The JPO is expected to perform for the following duties:

- Provide technical support for management, implementation, monitoring and evaluation of UN-Habitat’s projects in Jordan.
- Assist with the development and management of projects related to public spaces and other urban-related issues.
- Plan and conduct field missions to Amman, Zarqa and Ghor Al Safi in Jordan to monitor the progress of projects and activities and liaise with the government counterparts as well as beneficiary community members to ensure effective project implementation.
- Organize participatory workshops on the designing of the public spaces.

- Prepare workshop concept notes and post-workshop reports.
- Liaise with the national and local governments, including Greater Amman Municipality, Housing and Urban Development Corporation and municipality of Southern Jordan Valley and follow up with them.
- Support the organization of social activities to enhance social cohesion among communities and refugees.
- Coordinate with all stakeholders and meeting with aligned Ministries, relevant municipalities, community groups, targeted beneficiaries, international and local NGOs and CBOs... etc. and conduct needs assessment which will feed into developing new proposals.
- Prepare presentations and communication materials; to guide or facilitate the delivery of the local/national meetings and consultation to obtain necessary inputs for the design of the public spaces.
- Provide technical inputs and support the development of concept notes, project proposals, project documents and other relevant documents as required and mobilize further resources.

TRAVEL

The JPO is expected to travel frequently within Jordan.

TRAINING AND LEARNING ELEMENTS

As part of the overall framework of the JPO programme, the JPO will have the opportunity to gain experiences in working with the United Nations system, as well as work with other international partners and the local government departments. The JPO will attend local, regional, or international conferences/ workshops/seminars on topics related to the works being carried out by the UN-Habitat office. He/she will be exposed to international and local practices. Also, the JPO will be provided with an On-the-job training and regular mentoring by staff members of UN-Habitat Jordan as well as interaction with other UN agencies, NGO implementing partners, donors and government counterparts.

QUALIFICATION, EXPERIENCE AND COMPETENCIES REQUIRED

Education:

- Master's degree in urban planning, urban development, or any related field is required.

Experience:

- Up to two years of relevant experience in urban planning, urban development, or any related field is required.
- Capability to organize and facilitate focus group meetings with the goal of working towards building consensus for project actions is required.
- Ability to write technical report, concept notes and project documents is required.
- Excellent communication and interpersonal skills are desirable.
- Sound judgment and excellent analytical skills, ability to plan and organize workshops is desirable.

Language Skills:

- Proficiency in spoken and written English is required, and Arabic will be an advantage.

COMPETENCIES

Professionalism: Discretion, political sensitivity, diplomacy and tact to deal with clients; ability to apply good judgement; ability to liaise and coordinate with a range of different actors; where appropriate, high degree of autonomy, personal initiative and ability to take ownership; resourcefulness and willingness to accept wide responsibilities and ability to work independently under established procedures; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.

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

Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; excellent interpersonal skills; ability to establish and maintain effective partnerships and harmonious working relations in a multi-cultural, multi-ethnic, mixed-gender environment with sensitivity and respect for diversity; sensitivity and adaptability to culture, gender, religion, nationality and age; commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of UN operations; ability to achieve common goals and provide guidance or training to colleagues.

SUPERVISION

The JPO will be under the supervision of UN-Habitat Jordan National Programme Coordinator.