

---

**Terms of Reference  
for  
Urban Planning and Management**

---

<b>Functional Title:</b>	Urban Planning and Management Consultant
<b>Grade:</b>	National Consultant
<b>Functional Designation:</b>	
<b>Duration:</b>	6 months
<b>Starting date:</b>	1 February 2021
<b>Duty Station:</b>	Jigjiga, Ethiopia

### **1. Background**

UN-Habitat is the United Nations programme working towards a better urban future with a mission of promoting socially and environmentally sustainable human settlements development and the achievement of adequate shelter for all. It is present in Ethiopia since 1998.

UN-Habitat and the Ministry of Urban Development and Construction (MUDCo) entered a formal partnership for providing support to sustainable urban development in Ethiopia. UN-Habitat developed a guiding document called UN-Habitat Country Programme for Ethiopia (2020-2025). Building on global frameworks such as SDG 11, the New Urban Agenda and Ethiopia's 2<sup>nd</sup> Growth and Transformation Plan (GTP II), the country program focuses on urban governance, regional, urban and settlement planning, improved urban environment and basic service delivery, adequate and affordable housing and enhanced land management and land information systems as well as emergency response and recovery from crises.

UN-Habitat Ethiopia is supporting the Government of Ethiopia in strategic regional planning and spatial development of cities and other settlements, promoting inclusive and sustainable development. UN-Habitat is engaged in a collaborative process, alongside several UN agencies, addressing displacement through spatial planning and development of settlements that respond to the needs of displacement affected communities while promoting social coexistence and peacebuilding.

The role of the consultant is to support the team in implementing durable solutions for displaced communities through a spatial development approach to humanitarian-development-peace nexus. The consultant will be based in UN-Habitat technical team in Jigjiga and will support projects delivery together with the UN-Habitat team leader.

### 1. Responsibilities

The incumbent will work under the direct supervision of the UN-Habitat Ethiopia Programme Manager and the project manager. Within delegated authority, the National Consultant will be responsible for the following duties:

- Support development and implementation of project activities;
- Support stakeholder consultations with Government officials, communities and other UN and non UN organizations based in Somali Region;
- Develop project reports, support data collection and analysis, and give inputs in various publications and relevant documents;
- Conduct site visits within Somali Region and conduct missions in other cities as requested by the project manager;
- Any other tasks requested by the team leader and Programme Manager;

### 2. Expected Accomplishments

- Compile and revise project reports, advise on conceptual and spatial development plans and contribute to institutional capacity development;
- Organize and attend knowledge platform meetings, facilitate consultations and workshops;
- Input to reports, publications and planning components.

### 3. Time Frame

The assignment will be carried out from February 2021 for a duration of 6 months, with possibility of extension depending on incumbent's performance and availability of funding.

### 4. Competencies

**Communication:** 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, adapts language and format to match the audience and demonstrates openness in sharing information and keeping people informed;

**Teamwork:** works collaboratively with colleagues to achieve organizational goals, solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others, places team agenda before personal agenda, supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position, and shares credit for team accomplishments and accepts joint responsibility for team shortcomings;

**Client Orientation:** considers all those to whom services are provided to be "clients " and seeks to see things from clients' point of view, establishes and maintains productive partnerships with clients by gaining their trust and respect, identifies clients' needs and matches them to appropriate solutions, monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems, keeps clients informed of progress or setbacks in projects, and meets timeline for delivery of products or services to client;

**Technological Awareness:** keeps abreast of available technology, understands applicability and limitations of technology to the work of the office, actively seeks to apply technology to appropriate tasks and shows willingness to learn new technology

### 5. Experience and Skills

**Education:** Advanced University degree in Urban Management, Land Use Planning or related field, competency in developing regional and city spatial data, proven skills in spatial data analysis and urban planning are required.

**Computer Proficiency:** Knowledge of necessary IT hardware, software and data storage equipment, required competency in use of GIS systems, Adobe Suite and other spatial data development, analysis and mapping production is requested.

**Language:** English and French are the working languages of the United Nations Secretariat. Required fluency in oral and written English and Somali languages. Required ability to communicate technical knowledge to non-expert audience using graphic and visual tools.

Applications should include:

- Cover memo (maximum 1 page)
- P11/CV, indicating the following information:
  - Educational Background (incl. dates)
  - Professional Experience (assignments, tasks, achievements, duration by years/ months)
  - Other Experience and Expertise (e.g. Internships/ voluntary work, etc.)
  - Expertise and preferences regarding location of potential assignments

All applications should be submitted to: [yohannes.aynekulu@undp.org](mailto:yohannes.aynekulu@undp.org)

**Deadline for applications: 07 February 2021**

*UN-HABITAT does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact:*

[recruitment@unon.org](mailto:recruitment@unon.org)