

**URBANIZATION, MIGRATION AND CONFLICT-SENSITIVE LAND
MANAGEMENT, REGIONAL OFFICE FOR ARAB STATES
TERMS OF REFERENCE
JUNIOR PROFESSIONAL OFFICER (JPO)**

Position: Junior Professional Officer (JPO)

Branch: Urbanization, Migration and Conflict Sensitive Land Management

Location: Cairo, Egypt

BACKGROUND AND JUSTIFICATION

The United Nations Human Settlements Programme, UN-Habitat, is the UN agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. UN-Habitat's Regional Office for Arab States provides operational support for national and local governments and their partners in the fields of urbanisation, migration and land management, including in the conflict-affected contexts in the region. UN-Habitat has field operations in eighteen countries in the Arab region and a portfolio of USD350million. The key areas of work range from development, to conflict prevention, humanitarian response and recovery.

Sustainable urbanisation is important for peace and stability as it fosters its key enablers: inclusive socio-economic development and human rights. Evidence shows that there is a positive correlation between urbanisation and economic development when cities are well built and spatially organised. As the 2020 World Cities Report illustrates, density supports economies of scale in the provision of critical public services like health care and well-planned and managed cities are well equipped to respond to crises and hazards, including public health threats. Urbanization can be a pathway to generating prosperity and providing better living standards, leaving no-one behind and creating an enabling environment for peace and stability.

Conflict-sensitive land management is a key component of sustainable urbanisation. Competition and conflict over land and land-based resources has been dramatically intensifying under the growing pressures of climate change, population growth, increased food insecurity, irregular migration and urbanization in the Arab region. Evidence from the field demonstrates the significance of resolving land-related issues to achieve sustainable peace. More and more peace negotiation processes take the land dimension as a critical factor to longer-term peace and stability, but also as a basis for increased local revenue generation, which can then be used for further investments in development. Addressing land issues is fundamentally relevant across the three UN pillars: (1) Peace and security – Land is linked to livelihood, identity and power. As such, competition around land and land-based resources is a very common root cause of armed conflicts. Including land issues in conflict analyses and adequately addressing them in peace agreements and as part of recovery and reconstruction efforts is crucial to ensure sustainable and long-lasting peace;(2) Human rights - Land-related human rights abuses, such as forced evictions and mass displacement, often occur during conflicts. Addressing such violations is important for state building and renewal of the social contract between the institutions and the people, very important in fragile and crisis affected countries; and (3) Development – Unlocking the development potential of crises affected countries by paving the ground for better land tenure security, effective land administration, improved land use planning, and development of land for

services, infrastructure, housing and economic activities, which are necessary to sustain the overall recovery from crises. UN-Habitat's work on land in the Arab region contributes to the work of UN system by developing guidance materials, implementing field projects, and coordinating a broad range of UN and non-UN partners, including through the Global Land Tenure Network's partnership.

UN-Habitat's growing regional portfolio on migration has been revolving around establishing partnership with local administrations, developing capacities and better manage migration-related data. The development of the migration portfolio is of strategic interest to the Agency and of its partners and resources are being mobilized for its expansion.

DUTIES, RESPONSIBILITIES AND EXPECTED OUTPUTS

Under the overall leadership of the Representative of the Regional Office and the direct supervision of the Land Specialist / Human Settlements Officer, and in close collaboration with relevant professional staff in the regional and country offices, the JPO will be responsible for the following duties:

1. Support the management of urbanization-, migration- and land-related projects, including through drafting and monitoring the implementation of contracts, support the identification of suitable implementing partners and guide them in their work, prepare project updates and reports, and other related tasks.
2. Organize events in the region, supporting the preparation of knowledge exchange events, expert group meetings, twinning arrangements, training events and other events that will be organized as part of the ongoing projects in the Arab region.
3. Expand the land governance network for Arab States by continuously update the existing regional Arab land stakeholder database, identify new opportunities for engagement, and reach out to new partners and land experts.
4. Expand the migration-related partnerships in the region.
5. Ensure that UN-Habitat country offices partners are frequently updated about relevant new documents, materials, events and information on migration, land governance and tenure security.
6. Develop and share communication materials on the work of UN-Habitat and the Arab Land Initiative in collaboration with the communication team and through the relevant UN-Habitat, GLTN, Arab Land Initiative platforms.
7. Undertake research, assessments, design and deliver training events and prepare capacity development materials on land and housing, land and property (HLP) rights, migration and urbanisation.
8. Identify and tap into funding opportunities in the region with the help of the ROAS donor mapping system.

9. Develop and provide inputs into documents, reports, project documents and concept notes on migration, land and urbanisation issues in Arab States.
10. Review and enhance UN-Habitat ROAS concept notes and project documents as part of the Project Review Committee (PRC) approval process.
11. Undertake other duties as may be assigned by the Human Settlement Officer or the Regional Representative.

TRAVEL

The JPO will undertake official missions related to her/his work programme in different countries and project sites to provide technical support and advice. Project funds will be made available to support these missions. The Regional Office for Arab States will also identify opportunities to attend relevant international conferences where possible.

TRAINING AND LEARNING ELEMENTS

Within the Regional Office for Arab States, the JPO will be given quality on the job training on programme development and coordination, partnership strengthening, and development and implementation of tools and approaches that promote sustainable urbanisation and migration, and land management. On the job training will include exposure to working with leading international organizations, including research and academic institutions, international professional bodies, civil society organizations and multi-lateral and bi-lateral organizations. The JPO will also work closely with heads of UN-Habitat country offices and in-house international experts in the various aspects of sustainable urbanisation, migration and land management. She/he will gain hands-on experience in integrating normative and operational work within the guiding frameworks and institutional set-up of the United Nations.

The JPO will have the opportunity to participate in a variety of training courses provided by the Human Resources Management Service (HRMS) of the United Nations Office of Nairobi (UNON). It is expected that the JPO attends at least one international conference per year on a relevant topic and she/he will be exposed to international and local best practices in his field of work, thus expanding her/his understanding of development issues related to urbanisation, migration and land management.

QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

Education

Advanced university degree in a field deemed relevant to the subject areas covered by these Terms of Reference such as International Development, Social Sciences, Urban Planning, Architecture, Land Administration, Surveying and Geomatics, and Law.

Work Experience

2 years of previous work experience at the national and/or international level in one or more of the following fields is required: development cooperation, urban management, humanitarian assistance, migration, land administration, partnership development, project management, or

capacity building. Proven experience in land administration and/or in the implementation of land-related projects is preferred.

Work experience in the UN or other international development organizations and familiarity with working in the Arab region and conflict-affected countries would be an asset.

Language

Fluency in oral and written English is required. Knowledge of French and/or Arabic would be an added advantage.

Additional requirements are:

- ✓ Very good oral and written communication skills and able to tailor the communication style to the intended audience;
- ✓ Accuracy and professionalism in document production and editing;
- ✓ Excellent interpersonal skills; culturally and socially sensitive; able to work inclusively and collaboratively with a range of partners;
- ✓ Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel;
- ✓ Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment;
- ✓ Self-motivated, ability to work with minimum supervision and within tight deadlines.

CORE COMPETENCIES

Professionalism: Knowledge and understanding of theories, concepts and approaches relevant to urbanisation, migration, land administration and land tenure security particularly in developing countries. Ability to identify issues, analyse and participate in the resolution of issues/problems. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

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; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of

time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

SUPERVISION

The JPO will report to the Land Specialist /Human Settlements Officer, or his/her designate.

The JPO will work as a member of the Regional Office for the Arab States in collaboration with staff of the rest of the Agency.

The JPO will be guided to prepare a United Nations Performance Appraisal System (e-performance), which will set out specific and measurable goals for the work of the JPO within the framework of the Regional Office's work plan. The JPO will have access to adequate office space and IT equipment.