

Expression of Interest for Consultancy Service

Consultancy Title: ***R-UNSDG and CADRI Partnership Multi-country Facilitator for Eastern and Southern Africa***

Duty Station: ***IOM Regional Office Pretoria, South Africa***

Estimated Starting Date: ***01 January 2020***

BACKGROUND

Addressing climate and disaster risks in a coherent manner across the Sustainable Development Goals (SDGs) calls for a whole-of-government and whole-of-society approach. Capitalizing on the complementarity of UN agencies' expertise across various social, economic and environmental sectors, the UN System can demonstrate its value-added supports in responding to country demand for integrated and coherent solutions.

The [Capacity for Disaster Reduction Initiative](#) (CADRI), which is a global partnership composed of 20 UN and non-UN organizations that works towards strengthening countries' capacities to pursue integrated and coherent solutions to reduce disaster and climate risks to achieve the 2030 agenda and its commitment to leave no one behind. By pooling its member agencies' resources, expertise and knowledge, the CADRI Partnership promotes the effectiveness of the UN System to optimally use its assets and expertise in close collaboration with the International Federation for the Red Cross and Red Crescent Societies.

Over the past decade, the CADRI Partnership has been active in supporting capacity development in disaster risk reduction (DRR), including preparedness for response, in 30 countries. More specifically, the CADRI Partnership facilitated the development of national plans guiding implementation of DRR priorities in 16 countries, supported capacity diagnosis in 28 countries, and facilitated preparedness planning and development of contingency plans in 5 countries. The CADRI Partners have jointly developed an assessment and planning methodology covering ten sectors and areas: agriculture and food security; environment, infrastructure; cultural heritage; health; WASH, education, nutrition; human mobility and climate services.

Under the new Joint Programme (2019-2023), the CADRI Partnership is broadening its offer of capacity development services to include climate change adaptation (CCA) in addition to DRR, integrate conflict-sensitivity and gender-responsiveness, and tailor its services to the local level. The CADRI Partnership is scaling up its services in the regions to respond to increasing country demand for capacity development support.

The CADRI Partnership delivers its capacity development services to countries through the deployment of its members' experts from regional and global hubs to complement the expertise and capacities at country level.



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The delivery of the CADRI capacity development services is facilitated by nominated CADRI “host” agencies in every region and integrated in existing regional coordination mechanisms.

1. RATIONALE

The CADRI Joint Programme provides for activating the CADRI Partnership in the regions with a view to ensure:

- Stronger alignment of CADRI country interventions with regional priorities;
- Stronger follow-up to CADRI-supported results and deliverables at regional and country levels;
- Better dissemination of CADRI findings, recommendations and lessons learnt in the regions.

In the **Eastern Africa** region, the CADRI host agency is UNFPA. Discussions about CADRI Partnership engagement have taken place with the delegations of the governments of Burundi (supported by CADRI Partners in 2013) and Kenya at the Global Platform for DRR in Geneva.

In the **Southern Africa** region, the CADRI host agencies are IOM and FAO. CADRI Partnership activities are rolled out under the Resilience Working Group of the Regional Inter-Agency Standing Committee (RIASCO). In the Southern Africa region, the CADRI Partnership has been actively engaged since 2016, most notably in Botswana, Comoros, Mauritius, Namibia and Zimbabwe.

2. SCOPE OF WORK

The objective of this assignment is twofold:

- (1) to facilitate the CADRI Partnership engagement in Eastern and Southern Africa by assisting planning and delivering joint capacity development services in selected countries (50%).
- (2) to support other R-UNSDG inter-agency initiatives, as requested by IOM Regional Director, acting R-UNSDG ESA chair (50%).

3. DUTIES AND RESPONSIBILITIES

Under the leadership of the IOM as host agency for the consultant, FAO as co-chair of CADRI coordination mechanism for Southern Africa and respectively UNFPA for Eastern Africa, the R-UNSDG and CADRI Partnership Multi-country Facilitator for Eastern and Southern Africa will perform the following duties and responsibilities:

3.1 FACILITATE CADRI PARTNERSHIP COUNTRY ENGAGEMENT (50%)

- Facilitate the deployment of interagency multi-disciplinary expertise from various CADRI members agencies to respond to country requests for CADRI services in selected countries,



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including by liaising with the UN RC/ HC Office to develop mission TORs, identify suitable dates for missions, and coordinate logistics for mission preparation; mobilize expertise from CADRI member agencies; when relevant, call upon the CADRI Geneva Secretariat to mobilize additional expertise from CADRI agencies HQ or through the expert or stand-by partners' rosters.

- Lead or support the leadership of CADRI missions by participating into CADRI missions deployed to countries;
- Coordinate the consolidation of inputs from all mission members into the mission deliverables (e.g. scoping mission report, capacity diagnosis report, capacity development plan, contingency plan, national DRR strategy, risk informed national / local plans, UN joint programme);
- Develop mission preparation (e.g. mission TORs) and end-of-mission documentation (e.g. PPT presentation for UNCT/ HCT and government; debriefing notes; talking points for RC or agency RR; etc.); maintain an online document management system accessible to CADRI member agencies.
- Liaise with UN RC/ HC Office on a quarterly basis to follow up on implementation of CADRI recommendations and document CADRI impact at country level and identify, when relevant, need for additional support from regional agencies in specific sectors;
- Facilitate the development of communications and knowledge products featuring lessons learned, impact analyses, country case studies from the region;
- Prepare annual report on the results of the CADRI Partnership in the region;
- Share regular updates with the CADRI Secretariat in Geneva.

3.2 SUPPORT REGIONAL FACILITATION FUNCTION INCLUDING CADRI (50%)

- Organize quarterly regional CADRI Partners' meeting under the existing regional coordination mechanism such as RIASCO and regional UN Sustainable Development Group for Eastern and Southern Africa (R-UNSDG);
- Prepare regular country engagement mailing updates to send to CADRI Partner agencies at regional and global level;
- Organize one regional refresher workshop for regional agencies experts with the support of the CADRI Secretariat in Geneva including development of workshop concept note and agenda; coordinate the logistics, administration, procurement; confirm participants and facilitators; develop and share workshop report including action points and follow-up with responsible parties in the implementation of action points;
- Facilitate regional agencies experts' inputs for the tailoring or development of capacity development tools and methodologies available from CADRI members.
- Collect inputs and contribute to the revision of CADRI sectoral modules and tools
- Facilitate the convening of R-UNSDG for Eastern and Southern Africa meetings and support inter-agency coordination on issues related to the regional review of the UN Development system.
- Support other engagements related to UN inter-agency coordination at the regional and national levels, including coordination with relevant Regional Economic Communities (RECs) in East and Southern Africa



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- Analyze possible synergies between CADRI initiatives and other RIASCO and/or R-UNSDG interventions, strategies or action plans

4. EXPECTED DELIVERABLES

- Country support missions of various types coordinated and completed with written positive feedback in the feedback forms from UNRC, UNCT and Government counterparts. Mission types may include: scoping mission (3 working days); diagnosis mission (10 working days); prioritization/ planning mission (5 to 10 working days); validation mission (2 days); technical assistance mission (3 to 5 working days).
- Mission TORs and mission back-to-office reports developed and shared based on coordinated input from mission participants and integrating changes requested by the UNCT/ HCT and Government.
- Deliverables in support of Government facilitated in countries, for instance: Capacity Diagnosis Report; National Plan of Action/ Strategy/ Framework; UN Joint Programme (concept note or draft).
- Country stories documenting CADRI Partnership impact developed and shared based on guidance and sample from the CADRI secretariat in Geneva.
- Annual report on the results of the CADRI Partnership in the region.
- Regional agencies quarterly meeting minutes and supporting documentation developed and shared with the regional group through the (co-)chairs of these groups.
- One refresher workshop organized and facilitated and workshop report produced and disseminated.
- Online document management system regularly updates with all relevant country documents accessible to CADRI member agencies.
- Reports documenting R-UNSDG for Eastern and Southern Africa meetings and initiatives developed and disseminated to R-UNSDG members.

5. INSTITUTIONAL ARRANGEMENTS

5.1 Reporting and Supervision

The CADRI Partnership Multi-country Facilitator for Eastern and Southern Africa will be part of the IOM Pretoria Regional Office and will have a dual reporting line to the IOM Regional Director, and to the CADRI Coordinator based in Geneva. The CADRI Partnership Multi-country Facilitator for Eastern and Southern Africa will represent the collective interest of the member agencies of the CADRI Partnership.

5.2 Duration of Assignment

The expected duration of the assignment for six months from 01 January 2020. A contract extension may be envisaged subject to availability of funding.



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5.3 Duty Station and Expected Places of Travel

The duty station for the assignment will be Pretoria, South Africa. Travel to some of the following countries includes, but is not limited to: Switzerland, Botswana, Burundi, Comoros, Kenya, Mauritius, Namibia, Zimbabwe, Mozambique.

6. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR

6.1 Academic background

- Master's degree or equivalent in equivalent in disaster management, disaster risk reduction, climate change, international relations, humanitarian affairs, diplomacy, development studies, environment, geography.

6.2 Experience

- Proven expertise through at least five years of experience in capacity development in disaster risk reduction, disaster preparedness for response, post-disaster recovery, climate risk management, and/ or climate change adaptation
- Experience in UN, international development or humanitarian organizations, international NGOs, and/or bilateral development agencies
- Experience in UN interagency coordination settings at global, regional or country levels
- Experience in developing country settings, crisis and/ or post-crisis settings
- Proven ability to process large amount of information and consolidate and draft analytical reports

6.3 Languages

- Proficiency in English, both written and oral, is required
- Proficiency in French and/ or Portuguese is desirable

6.4 Competencies

Communication

- Proven excellent drafting skills in English
- Excellent oral communication and presentation skills
- Strong analytical skills, and a proven ability to process large amount of information

Organization

- Excellent organizational skills
- Ability to work well under pressure

Teamwork

- Strong interpersonal skills demonstrated by the ability to work in teams



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- Initiative taking and ability to work with minimum supervision
- Ability to work in a multicultural environment

Technical Competencies

- Sound computer skills
- Proficient knowledge of MS Office applications such as Word and Excel

7. PAYMENT SCHEDULE

The consultant will be paid a monthly lump sum amount based on satisfactory delivery of assigned tasks and deliverables.

8. HOW TO APPLY

Interested individual consultants should submit their applications to IOM Human Resources Unit through pretoriacvs@iom.int with clear reference of the advert in the subject line by Thursday, 28th November **2019**. The application should include a cover letter indicating the consultant's monthly professional fees (in USD) as well as brief statement on previous experiences, approach to the assignment and the CV. Only shortlisted individual consultants will be contacted.

9. CRITERIA FOR SELECTION IF THE BEST OFFER

Candidates will be evaluated using a combined scoring method with the qualifications and methodology weighted at 70% and the price offer weighted at 30%. Only candidates obtaining a minimum of 49% (out of 70%) points on the technical qualifications part will be considered for the Financial Evaluation. The candidates will be required to provide three references which may be contacted to ascertain the skills and qualifications of the candidates.