

Ref: UN-HABITAT/VA-I/2017/007

TERMS OF REFERENCE

Issued on: 7 September 2017

Job Title	Specialist in Urban and Regional Planning
Location	Home-based with frequent missions to Myanmar
Project	Myanmar Climate Change Alliance
Duration	6 months, with an initial workload of 25 days (extendable as required)
Starting date	As soon as possible
Type of Contract	IICA -2 (Short term consultant)
No. of Position	1
Closing Date	21 September 2017

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

BACKGROUND

In line with the MoU signed between the Government of the Union of Myanmar, UN-Habitat and UN Environment on 10 July 2014, the *Myanmar Climate Change Alliance* Programme is being implemented in the country in all its components. This includes three (3) expected results:

1. Government, civil society and the private sector in Myanmar are more aware of the implications of climate change (Awareness & Communication)
2. Government has the capacity and support needed to integrate climate change considerations in policies, strategies, plans and operations (Strategy formulation and technical capacity-building)
3. Lessons drawn on climate change from State and local level activities influence policy making and are communicated to relevant decision-makers in the relevant sectors (Pilot projects on climate change adaptation)

The MCCA has achieved considerable progress under all components. More information can be found at www.myanmarccalliance.org

In particular, between April 2015 and January 2017 MCCA – through ECD – has conducted successful vulnerability assessments in two eco-systems of the country: the dry zone area and the delta area, in order to achieve expected result 3. Local adaptation plans for the Township of Pakokku and Labutta were drafted and adopted as a result of the studies.

In addition, as a result of this activity, a Toolbox comprising one Training Course has been developed and delivered at the Hintada National Disaster Management Center. The toolbox also includes a Manual developed to draft local vulnerability assessments with the same methodology designed jointly by UN-Habitat and UN Environment. The vulnerability assessments so prepared are available on the MCCA website. The toolbox will be published by September 2017.

These vulnerability assessments unveils the vulnerability to climate change at local level and local communities, and help the townships to plan for adaptation on matters of environment, socio-economic development and infrastructure.

Given their success, it was agreed that such studies should also be conducted in the Mountainous ecosystem, in order to complete the understanding of climate change effects and risks in the country. For this reason, using the experience and manuals prepared by MCCA to conduct vulnerability assessments, MCCA will undertake a new vulnerability assessment – and related local adaptation plan – in one township of the Chin State. It will do so in partnership with ICIMOD, the International Center for Integrated Mountain Development, which has a long experience in such eco-system.

Specifically, the assessment will deliver the following benefits to stakeholders at different levels:

- Increased understanding of the underlying causes of vulnerability vis-à-vis the negative effects of natural hazards, and the effects of the changing climate over the short, medium and long-term;
- Increased awareness of the sources and location of vulnerabilities for people and assets in the township;
- Increased understanding of how the ecological; socio-economic and infrastructure systems interact to sustain life in the township, and how climate change may affect them
- Identification of the spatial dynamics of vulnerability in the present and in the future;
- Short to long-term scenarios of development defined;

In August 2017 MCCA and ICIMOD conducted a scoping mission to select the township for the study in Northern Myanmar, visiting Hakha, Falam and Thandam. Hakha township was selected following their assessment. MCCA and ICIMOD will undertake a climate change vulnerability and adaptation options assessment in Hakha township, focusing on the natural and built environment and socio-economic adaptation, as per previous experience and the methodology manual designed. In this partnership, MCCA is delivering expertise in spatial development, while ICIMOD covers all other services.

PURPOSE OF THE CONSULTANCY

- The purpose of this assignment it to write the Territorial/Spatial Component of the Climate Change Vulnerability Assessment for the Hakha township, including a detailed analysis on how climate change may impact the territory, highlighting the interdependence of the socio-economic and eco-system services affected by changes in climate on the territory, and how township authorities will need to adapt physical urban design and planning, and how district and regional authority may orient district and regional spatial planning to adapt to the changes.
- To this end, a consultant with experience in territorial analysis, urban design and regional planning is recruited as part of the VA Team.

DUTIES AND RESPONSIBILITIES

Under the overall technical guidance of the MCCA Chief Technical Advisor, in close cooperation with the VA Team and directed by a Team Leader, the consultant will:

1. Write an inception methodology for his/her component of the VA by:

- i. Analyzing current data and highlighting the data needed to complete the component
- ii. Commenting on how the component will fit and serve the broader assessment
- iii. Participating in team meeting, by skype or in person as needed, in order to finalize the terms of reference of the VA; divide tasks and set up a workplan; define and coordinate data gathering requirements and analysis with other VA team members

- iv. Working with the Environmental Specialist of the team to produce a Matrix of Functions for the region and settlements to include the eco-system services

2. Gather required data by:

- i. Studying existing secondary sources
- ii. Leading meetings with relevant government departments at the local and national level to gather the required data, in coordination with the team
- iii. Collecting data from partners and stakeholders as needed (i.e. ICIMOD)
- iv. Obtaining data, including through official requests, from relevant Government departments (Ministry of Construction on urbanization; Ministry of Planning on Census 2014; Ministry of Transport on DMH; Ministry of Environmental Conservation and Forestry; Ministry of Agriculture)
- v. Participating in primary source collection as needed in the field

3. Produce a Territorial/Spatial component of the VA by:

- i. Cooperating with the Environmental and the Socio-Economic Specialists to reflect eco-system services and socio-economic factors on a spatial dimension
- ii. Adapting tools such as the Matrix of Functions to the Eco-System Services analysis
- iii. Linking the results and findings with ICIMOD
- iv. Producing at least 6 maps (or the minimum required) in a GIS environment and/or in AutoCAD as needed to illustrate the results of the analysis
- v. Writing an analytical report
- vi. Producing adaptive measures related to physical planning for the Townships, District, and Regional authorities to consider.
- vii. Leading the substantive discussions on this component, hand in hand with the other experts

4. Participate in writing and reviewing the vulnerability assessment report, as required

5. Perform other necessary tasks as required by the MCCA CTA or VA team leader

EXPECTED OUTPUTS

- (1) one inception report and workplan, detailing data to be gathered, type and number of community consultations, analytical framework to be used (including modelling software, technique), assessment time-frame, and other information, to be agreed with the MCCA CTA and other VA team members
- (1) one main analytical report on Spatial/Territorial component of the VA, to be agreed with the CTA before final submission, highlighting all aspects required to illustrate the vulnerability of the Township as concerns climate change and the spatial/territorial development
- (6) six maps or more if needed illustrating the analysis
- Participation (1) workshop and at least (1) tele-conferences with the team as required
- (2) two missions to Myanmar, including field visits

- (1) one set of adaptive measures in his/her field
- Team supported; national colleagues trained (at least one training provided)

QUALIFICATIONS AND EXPERIENCE

Experience

- Minimum 7 years of working experience with relevant knowledge of urban and regional planning;
- Working experience in producing spatial analyses in developing countries, in a context of limited data availability;
- Working experience with government officials, other experts, multicultural teams and cooperation with other organization.

Skills

- Capacity to analyse and synthesize information;
- Ability to work independently with a high degree of responsibility, in a flexible manner and often under pressure;
- Ability to conduct interviews;
- Good communication and writing skills;
- Ability to prepare maps in a GIS environment;
- Good English proficiency.

Qualifications

- Master degree in urban/regional planning, public administration, geography, architecture or equivalent.

Competencies

- Demonstrates commitment to UN-Habitat's mission, vision and values.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Shares knowledge and experience
- Provides helpful feedback and advice to others in the office
- Demonstrates excellent knowledge of protocol
- Demonstrates excellent knowledge of security issues
- Focuses on result for the client
- Consistently approaches work with energy and a positive, constructive attitude
- Remains calm, in control and good humored even under pressure
- Responds positively to critical feedback and differing points of views

Submission of Applications:

The application should comprise:

- ♦ Completed UN Personal History Form (P11). Please download the form (MS-Word) from UN-Habitat/ROAP-vacancy website: www.fukuoka.unhabitat.org
- ♦ CV with a Passport Photograph
- ♦ A Statement of Interest and suitability (a cover letter) for the position

All applications should be submitted to:

UN-Habitat Myanmar Office

UN-Habitat, UN Compound, No.6, Natmauk Road, Tamwe Township, Yangon

To: recruitment@unhabitat.org.mm

Cc: habitat.fukuoka@unhabitat.org

Please indicate the Post Title: “**MYA- Specialist in Urban and Regional Planning**” in your e-mail subject.

Please note that applications received after the closing date stated below, will not be given consideration. Only short-listed candidates whose applications respond to the above criteria will be contacted for an interview. The fee will be determined according to the qualifications, skills and relevant experience of the selected candidate. In line with UN-Habitat policy on gender equity, applications from female candidates will be particularly welcome. UN-Habitat regrets its inability to reply individually or attend to telephone queries on the advertised posts.

Deadline for applications: 21 September 2017

In line with UN-Habitat policy on Gender Equality, and Empowerment of Women, application from female candidates are particularly encouraged.