



UN-HABITAT

UNITED NATIONS HUMAN SETTLEMENTS PROGRAMME
Regional Office for Asia and the Pacific (ROAP) - Fukuoka
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FOR A BETTER URBAN FUTURE

8 September 2023

UN-Habitat, Regional Office for Asia and the Pacific Vacancy Announcement

Functional Title:	Urban Climate Change Expert, Asia-Pacific
Duty Station:	Bangkok (with travel in the Asia Pacific Region)
Agency/Branch/Section:	UN-Habitat/ROAP/Habitat Bangkok Office
Contract type and Level	UNOPS/IICA Level -1
Duration/Dates:	6 months (1 October 2023- 31 March 2024, extendable) (The first contract will be issue until 31 December 2023, and Contract extension will be processed in December 2023)
Expected start date:	1st October 2023

Organizational Background: UN-Habitat's Regional Office in Fukuoka

UN-Habitat, the United Nations Human Settlements Programme, has since 1997 a Regional Office in Fukuoka, Japan, serving over 35 developing countries in Asia and the Pacific. The Headquarters of UN-Habitat is in Nairobi, Kenya. UN-Habitat is the coordinating agency within the United Nations System for housing, human settlements and urban development. In collaboration with governments and other partners, including local authorities, private and non-governmental organizations, it supports the implementation of the Sustainable Development Goals (SDGs), in particular Goal 11 of "Making cities and human settlements inclusive, safe, resilient and sustainable". It is a focal point for the monitoring, evaluation and implementation of the "New Urban Agenda".

UN-Habitat's Bangkok Programme Office serves as coordination office with the United Nations System in the Asia and Pacific Region and supports partner and donor coordination. The Office further supports country programmes in in the region.

UN-Habitat's Strategic Plan (2020 to 2023, possibly extended to 2025) includes Domain of Change 3, translated into **Subprogramme 3 on "Strengthened Climate Action and Improved Urban Environment"**. Under this Subprogramme, UN-Habitat supports countries and cities address the climate and urban environment challenge in many ways including through (i) policy advisory services and support, (ii) climate and urban environment action planning, and (iii) technical assistance and capacity development, and (iv) support mobilizing climate finance for investments across three outcome areas:

1. Reduced greenhouse emissions and improved air quality
2. Improved resource efficiency and protection of ecological assets
3. Effective adaptation of communities and infrastructure to climate change

UN-Habitat's Global Climate Change and Urban Environment Team supports UN-Habitat's thematic headquarters teams, regional and country offices in the implementation of Subprogramme 3. It further supports the engagement in global policy and advocacy processes and leads several global level multi-stakeholder initiatives (such as the Global Covenant of Mayors for Climate and Energy partnership the Resilient Settlements for the Urban Poor (RISE UP) and, the Sustainable Urban Resilience for the Next Generation (SURGe), launched at COP27 and implemented with ICLEI) the team's national and local engagement also supports portfolio development with multi-lateral climate and environmental funds, particularly the Adaptation Fund and the Green Climate Fund and the Global Environment Facility.



Across the Regional Offices, and in many country offices, climate and urban environment coordinators integrate regional strategies and the implementation of Subprogramme 3.

Background to the Assignment

In response to the clearly identified challenges (cities' vulnerability to climate change, in particular in Asia and cities' contribution to greenhouse gas emissions, particularly fast growing in the Asia-Pacific Region, IPCC WG2 and WG3 reports, IPCC 2022 and the Future of Asian and Pacific Cities Report (ESCAP-UN-Habitat 2019) national and local governments, as well as other urban stakeholders, are increasingly taking action – yet this action is not commensurate to the challenge at hand, nor are the commitments in line with the Goals of the Paris Agreement.

To accelerate urban climate change and urban environment action in the Asia-Pacific Region, UN-Habitat is currently developing a regional strategy with the aims of

- Better supporting member states, local governments and other urban stakeholders across the outcome areas of Subprogramme 3 (Climate Change Mitigation & Air Quality; Biodiversity preservation and restoration & circularity; Adaptation and Resilience of cities and communities) and the identified thematic priorities (including but not limited to: i. Resilient Settlements for the Urban Poor, ii. Multilevel Climate Action, including the integration of the urban dimension in global and regional urban and climate change, policies, strategies, laws and plans, iii. Climate change innovation, iv. Access to Climate Finance, v. integration of climate action into urban basic services, housing, spatial and development planning and vi alignment of climate change action with SDG localization)
- Building the capacities of the Regional Office, the Bangkok office and the Country / Project Offices in the Asia Pacific Region to build up the climate change and urban environment portfolio.

General Responsibilities

The Urban Climate Change Expert will support the implementation of the Strategy in close coordination with the Head of the Bangkok office and the Regional Office of Asia and the Pacific officials spearheading rolling out of Climate Change and Urban Environment strategy in AP region.

- Support implementing, monitoring and evaluating assigned strategies/ programmes/ projects, etc;
- Reviewing relevant documents and reports as requested;
- Identifying problems and issues to be addressed and initiating corrective actions, as required and requested; liaising with relevant parties as directed; undertaking follow-up actions as required;
- Undertaking assignments and field visits, in collaboration with the UN-Habitat team and its partners, and supporting the planning of assignments, supporting meetings and workshops;
- Reviewing and analysing issues and trends, preparation of reports or other research-based activities;
- Providing support to meetings, conferences, etc., by developing agenda topics, identifying participants, preparation of documents and presentations, etc.
- Conducting training workshops, seminars, etc.; preparing presentations on assigned topics/activities;
- Developing advocacy, communication, outreach and knowledge management materials;
- Participate in activities related to resource mobilization, budget funding (programme/project preparation and submissions, progress reports, financial statements, etc.) and prepares related documents/reports (pledging, work programme, programme budget, etc.).

- Performs other related duties as required

Specific Assignments and Reporting Framework

Task	Regional	Country (and local)
Strategy (and programme) development, implementation, monitoring and reporting	Support Regional Strategy roll out, including capacity development; Regional events (e.g. APUF, PUF, APMCHUD)	Country level support to SP3 and Regional Strategy coordination.
Partnerships and Programmes support	Support Regional partnerships	
Project Development and Implementation	Support Resource Mobilization, Development of regional projects and their implementation	Co-lead country-level project development (and implementation)
Advocacy, Outreach, Communication	Support	Support
Knowledge Management	Support regional coordination, including Community of Practice.	Substantive backstopping from KM perspective

Terms of Payment: monthly based payment

Against satisfactorily demonstrated progress against the table above.

Duty Station and reporting

The consultancy is Bangkok-based. Significant Travel to countries with programmes as and regional events is foreseen.

The Urban Climate Change Expert, will directly report to the Head, UN-Habitat Bangkok Office, with an alternate reporting line to the Regional Coordinator, Climate Change and Urban Environment and is expected to coordinate with the global Climate Change and Urban Environment team;

Education

Advanced university degree (Masters degree or equivalent) in urban planning/management, environmental planning and management, climate change resilience planning or related discipline. A first level university degree with a combination with qualifying experience may be accepted in lieu of the advanced university degree.;

Work Experience

- A minimum of 2 years' experience in urban climate change adaptation and mitigation action; national, city/community-based project implementation and management either through donor and/or government projects/programs is required
- Experience in Biodiversity / Nature-based solutions and Ecosystems-based adaptation would be an advantage.
- Experience in the development, testing and adaptation of capacity development approaches and training materials to improve Local Government capacities would be an advantage;
- Experience in delivering capacity development programmes for local government officials would be an advantage;
- Experience in International project formulation and implementation;

- Experience in Knowledge Management;
- Demonstrated ability to work productively in a multi-disciplinary team, with counterparts and other project stakeholders; and
- Experience in working with key software packages;
- Fluency in written and spoken English.

How to Apply:

Interested and qualified candidates are requested to please indicate their immediate availability to undertake the assignment as per terms of reference above. The application must be accompanied with a completed UN Personal History Form (P11). Please download the form (MS-Word) from UN-Habitat ROAP website – MANDATORY
https://fukuoka.unhabitat.org/wp-content/uploads/2021/12/Personal_History_P11-1.doc

The application should comprise of:

- UN Personal History Form (P11) – *without detailed P11 form, application would be rejected.*
- Recent Curriculum Vitae (CV)

Please indicate the Post Title: “**BKK Urban Climate Change Expert**” in your email subject.

All applications should be submitted to:

UN-Habitat Bangkok Office

habitatbkk@un.org

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. Overall remuneration 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.

Deadline for application: Thursday 28 September 2023

Due to a large number of applications being expected, only short-listed candidates will be contacted. The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).

ⁱ Adopted from: Priorities 2022–2023: Adequate Housing, Cities and Climate Change, and Localising the Sustainable Development Goals (https://unhabitat.org/sites/default/files/2022/05/priorities_2022-2023_adequate_housing_cities_and_climate_change_and_localising_sdgs_04142022.pdf), the SURGe Initiative (COP27 Presidency Sustainable Urban Resilience for the next Generation (SURGe) | UN-Habitat (unhabitat.org)) and the High-level meeting on the implementation of the New Urban Agenda ([High-Level Meeting on the Implementation of the New Urban Agenda | General Assembly of the United Nations](#))