

Posting Title : Writer - Handbook on "Effective National to Local Governance for Climate Change Mitigation and Adaptation,"
Department/ Office : Department of Economic and Social Affairs
Location : Home-based
Posting Period : 23 September 2021 - 29 September 2021
Job Opening number : 21-Department of Economic and Social Affairs-164493-Consultant

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

Duties And Responsibilities

Under the supervision of the Division for Public Institutions and Digital Government (DPIDG) and its Project Office on Governance (UNPOG), the consultant will be responsible for performing the following tasks:

- a. To conduct preliminary desk research on i) introducing diverse strategies, approaches, and policy tools to address climate change, ii) assisting local governments with mainstreaming the relevant policy frameworks and strategies for climate change mitigation and adaptation, iii) strengthening the capacity and readiness of local governments to promote climate change mitigation, and iv) introducing good practices of promoting innovative local governance for climate change mitigation and adaptation and assist local government and relevant stakeholders with identifying the areas for improvement and the possible modes and mechanisms of government interventions, where possible, in partnership with the private sector.
- b. To develop a Handbook based on the above knowledge content with specific approaches, strategies, tools, and innovative practices/cases from around the world, including the UNPSA winners, to provide a practical guideline for local government officials and other relevant stakeholders. Each thematic chapter of the Handbook will contain: i) key concepts, strategies and cases; ii) actions/steps; iii) exercises; iii) key takeaways/messages. Visual materials, such as graphs, diagrams, tables, infographics, etc., can be used where needed for effective presentation and delivery of the contents. The Handbook will also include specific policy recommendations as well as an annex with reference materials/tools.

Work Location

Home-based

Expected Duration

The total work period of the consultant will be 40 working days from 15 October 2021 to 31 December 2021.

Result Of Service

Development of a Handbook on "Effective National to Local Governance for Climate Change Mitigation and Adaptation," part of the Handbook Series on Innovative Local Governance for the Implementation of the Sustainable Development Goals

This Handbook aims to develop the capacities and skills of local government officials and other relevant stakeholders in addressing climate change mitigation at the local level. The Handbook will introduce diverse approaches, strategies, tools, and innovative practices/cases from around the world, including from the United Nations Public Service Awards (UNPSA) winners on the key themes and policy issues for practical use of the readers. The Handbook will also provide policy recommendations for concrete policy actions by the local governments and other relevant stakeholders

Qualifications/Special Skills

Advanced University degree in public policy and public administration, economics, international development/relations, social science, and/or related field, preferably focusing on national to local governance.

Experience: • Minimum ten years of professional working experience in writing and editorial work, including drafting reports, is required

- Minimum of 7 years of relevant and progressive experience with international development and sound knowledge on climate change risk management, including the 2030 Agenda for Sustainable Development

- Experience in conducting research with excellent understanding and overview of the academic literature in the area of national to the local governance, climate change mitigation and adaptation, and climate change risk management

- Experience with writing UN publications

- Experience in governance or public administration related projects

- Prior experience with government or UN agencies and other international organizations is desirable

- Proficient in the use of all MS Office programs, incl. MS Word, and proficiency with internet research tools.

Language: Fluency in verbal and written English is required. Knowledge of additional UN language is an asset.

United Nations Considerations

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). The United Nations Secretariat is a non-smoking environment.

As per UN policy, Consultants and Individual Contractors may not apply for or be appointed to any position in the Professional or above categories and for positions at the FS-6 and FS-7 levels in the Field Service category within six months of the end of their current or most recent service. This restriction does not apply to associate experts (Junior Professional Officers) appointed under the Staff Rules.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.