

Posting Title : Writer-Handbook - "Strengthening Resilience in Cities and Local Communities through Innovation and Digital Government"  
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-164593-Consultant

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

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### **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:

- To conduct a preliminary desk research on the following key priority areas: i) background understanding on risk, resilience and making cities resilient in the context of the 2030 Agenda and Sendai Framework for DRR; ii) strengthening resilient, smart and inclusive cities and local communities; iii) leveraging risk-informed governance, ICTs, digital government and frontier technologies for resilient, smart and inclusive cities; iv) infrastructure asset management for building resilient and sustainable cities v) innovative cases on resilient, smart and inclusive cities and local communities; vi) role of resilient and smart cities in building back better in the context of post-COVID-19 era.
- To develop a Handbook based on the above knowledge content with specific approaches, strategies, tools and innovative practices for providing a practical guideline for local government officials and other relevant stakeholders. Each thematic chapter of the Handbook will contain: i) key concepts, strategies, and innovative cases; ii) actions/steps; iii) exercises; iii) key takeaways/messages. Visual materials, such as graphs, diagrams, figures, 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 and innovative cases.

### **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**

Develop a Handbook on Strengthening Resilience in Cities and Local Communities through Innovation and Digital Government.

This Handbook primarily aims to contribute to developing capacities and skills of local government officials, policy makers and other relevant stakeholders in strengthening resilience in cities and local communities for achieving the 2030 Agenda for Sustainable Development and Sendai Framework for DRR. The Handbook will introduce various 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 tangible policy actions by local governments and other relevant stakeholders.

## **Qualifications/Special Skills**

Academic Qualifications:

Advanced university degree in the area of public policy and administration, social sciences or related, preferably with a focus on disaster risk reduction and resilience, technologies for sustainable development, and related areas.

Experience: Experience:

- A minimum of ten years of established research and capacity development experience, including the development of major reports/publications and the delivery of training contents for public administration officials, on the 2030 Agenda and/or the Sendai Framework;
- Experience in conducting research with excellent understanding and overview of the academic literature in the area of resilience, disaster risk, risk-informed governance and DRR;
- Experience in drafting and preparing UN publications/reports and trainings courses in the area of SDG implementation, in the area of technology transfer, disaster risk reduction, public programmes for resilience, preferably in the contexts of local governance and developing countries;
- Proficient in the use of all MS Office programs, including MS Word, and proficiency with internet research tools.

Language: Languages:

Fluency in verbal and written English is required. Knowledge of additional UN languages 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.