



TERMS OF REFERENCE

Consultant – Stakeholder Engagement

Consultancy reference number: CCD/24/C/23

Background

The United Nations Convention to Combat Desertification (UNCCD) is an international agreement on good land stewardship. The objective is to combat desertification and mitigate the effects of drought in countries experiencing serious drought and/or desertification around the world, particularly in Africa, through effective action at all levels, supported by international cooperation and partnership arrangements.

The Secretariat aims to increase its impact through an increased collaboration with stakeholders. These partnerships consist of institutional partners, private sector, academic and scientific institutions, as well as partners in civil society and non-profit organizations.

Objective of consultancy

Improved and more strategic engagement with partners. Streamlined internal workflows.

Duties and responsibilities

Under the supervision of the Chief of the Communications, External Relations and Partnerships (CERP) Unit and day-to-day guidance of the Partnerships Officer, the consultant will support the involvement of partners in the run up to COP16 in December.

Further the consultant will support the Unit in the organization of Desertification and Drought Day 2024.

The consultant will perform the following activities:

- Support the work of the CERP unit in the engagement with new and existing partners, including the development of joint workplans.
- Support the development of joint publications, promotional materials around joint work and topics.
- Support the organization of relevant events at COP16.
- Support outreach and engage with partners regarding the events being organized for Desertification and Drought Day 2024 in Bonn, Germany.

Deliverables

- Joint workplans with key partners.
- Events at Desertification and Drought Day 2024.
- Events with key partners at COP16.

Contractual terms

The service of the selected consultant is estimated to be for 162 days between 15 April and 31 January 2025. This contract is hybrid, office and home based, and payment is based on received deliverables. Travel, one trip to a Francophone country in Africa for the media training and one trip to COP16 in Riyadh, will be paid and organized separately. All products resulting from this contractual arrangement are the exclusive property of the UNCCD.

Requirements

- Advanced university degree in a relevant field of environment and/or international policy.



- Strong analytical and writing skills.
- Experience in and understanding of the dynamics of intergovernmental environmental processes.
- Professional knowledge of English is required. Knowledge of additional UN languages, particularly French or Spanish, would be an asset.

Special notice

Only individuals who can act as independent, individual economical operators are qualified to apply. Individuals who can provide their services only on account of an institution or enterprise are not eligible under this procedure.

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations Secretariat and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultant and individual contractor is responsible for determining tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

Submission of application

The following documents should be sent to staffing@unccd.int as **one document**: UNCCD Personal History Form¹ /CV and cover letter, specifying the following in the email subject line: **CCD/24/C/23**.

The deadline for applications is **04 April 2024**. Only applications submitted by the deadline and with complete documentation will be taken into consideration.

Due to the volume of applications received, receipt of applications cannot be acknowledged individually. Please address your application as indicated above and please do not address or copy your application to an individual at the Secretariat or Global Mechanism. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance : 28 March 2024

¹ UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/about-us/secretariat/vacancies/applying-unccd>