



TERMS OF REFERENCE

Junior Consultant

Consultancy reference number: CCD/24/C/55

Background

Established in 1994, the United Nations Convention to Combat Desertification (UNCCD), one of the three “Rio Conventions” is the sole legally binding international agreement linking environment and development to sustainable land management. The UNCCD provides the foundation for its 197 Parties to work together to combat desertification, land degradation and mitigate the effects of drought; maintain and restore land and soil productivity, and improve the living conditions for people.

This year, the Kingdom of Saudi Arabia will be the host of UNCCD COP16, which will take place 2-14 December 2024. The 22nd session of the Committee on the Review of the Implementation of the Convention (CRIC) will be held in conjunction with COP16 where matters pertaining to the national reporting process will be put forth for consideration and negotiation by Parties.

Junior Consultancy is to undertake data processing and geospatial work to support preparatory activities in the CRIC sub-unit for the upcoming 2026 national reporting process. In addition, the junior consultant will provide organizational support to the said sub-unit in preparation towards COP16.

Objective of consultancy

The Junior Consultant(s) will ensure delivery of timely, client focused support to the Chief of Units. In close collaboration with other staff members of Unit, the incumbent will coordinate the efficient, consistent implementation of Unit assigned activities.

Duties and Responsibilities

Under the direct supervision of an assigned Programme Officer and overall oversight by the Chief of the Science, Technology and Innovation (STI) Unit, the consultant will provide effective support to the STI unit in the run up to COP16 with the following:

1. Geospatial analysis and preparation for the 2026 reporting process:
 - Co-develop a joint case study/use case with the G20 Global Land Initiative on monitoring restoration efforts using geospatial information focused on challenging regional geographies.
 - Conduct geospatial and data analysis to process and extract as well as visualize information from one or more sub-indicators used in the reporting process.
 - Support the improvement of the cartographic layout of templated maps in PRAIS.
 - Create a vector shapefile of non-self-governing territories for use in processing geospatial datasets
 - Assist in developing capacity building material and documentation for the geospatial reporting workflow for reporting officers using PRAIS and Trends.Earth¹
 - Conduct preliminary analysis on the utility of long (decadal) term earth observation data for monitoring land degradation as well as restoration.
 - Support the improvement of the reporting process by investigating how new technological innovations can be leveraged to improve the current reporting platform functionalities and outputs resulting from the submitted national reports.

¹ <https://docs.trends.earth/en/latest/>



2. Other COP-16 preparation tasks:
 - Provide assistance during webinars, workshop, consultations, conferences, meetings, events and trainings, which may include taking notes during meetings and assisting in the preparation of minutes and reports.
 - Assist in monitoring related actions and outcomes to meetings, ensuring that activities are adequately documented.
 - Liaise with partners in the GEO LDN Flagship, to identify other geospatial work, e.g. development of the GEO LDN toolbox and preparation for GEO LDN related activities at COP-16
 - Provide support to COP16 preparation and coordination between internal and external clients and partners at the technical, regional and country level.
 - Any other responsibilities as delegated by the designated Chief of Unit.

Deliverables

- Geospatial datasets, analyses and outputs related to tasks assigned;
- Technical notes and briefing documents for the secretariat summarizing work undertaken and recommending improvements where needed, depending on the assignment ;
- PowerPoint slides and other communications material summarizing work performed so it can be presented at COP-16 and other relevant fora;
- Meeting minutes, where requested .

Contractual terms

The services of the selected individuals will be required for a duration of 3 months and paid monthly. Junior Consultant will be based and work in UNCCD office in Bonn, Germany. Successful candidate shall hold a valid work permit to stay and work in Bonn, Germany. UNCCD does not provide health insurance to consultants and individual contractors. Incumbents selected for the consultancy are fully responsible for arranging, at their own expense, such as life, health and other forms of insurance covering the period of their services as they consider appropriate. Proof of valid health insurance will be required before signing the contract. All products resulting from this contractual arrangement are the exclusive property of the UNCCD.

Requirements

- Advanced university degree (Master's degree or equivalent) in geography, geospatial information, Earth sciences, or other related field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. One year of professional experience, including volunteering or internships. Experience with UN or International Organization is a plus.
- Strong writing, analytical and research skills (qualitative and quantitative)
- Strong interest in working in the UN system, particularly on land issues.
- Project management skills and ability to work under pressure, to tight deadlines.
- Good interpersonal skills, teamwork spirit and ability to work in multicultural settings and to work remotely.
- Knowledge and understanding of United Nations and its role in humanitarian and development cooperation.
- Several years of progressively responsible experience in geospatial information, analysis, mapping data visualization, information management or related area is required.
- Experience with ESRI software, e.g. ArcGIS Online (license will be provided) and/or QGIS is essential, experience with Trends.Earth would be an advantage.
- Note taking and official meeting minute recording.



- Programming, coding and familiarity using platforms that allows developers to create, store, manage and share their code, such as GitHub.
- Fluency in English language (both oral and written) is required. A working knowledge of any of the UN Official languages in addition 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 not in their individual capacity are not eligible and will not be considered 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 Form² /CV and cover letter, specifying the following in the email subject line: **CCD/24/C/55**.

The deadline for applications is **07 August 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. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance: 31 July 2024

²UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/convention/opportunities/vacancies/guidelines>