

TERMS OF REFERENCE

Issued on: 25 October 2019

ORGANIZATIONAL LOCATION:	UN-Habitat, Land and Global Land Tool Network Unit
DUTY STATION:	Nairobi, Kenya (with field missions)
FUNCTIONAL TITLE:	Land and Conflict Consultant
DURATION:	12 months
CLOSING DATE	23 November 2019

BACKGROUND

The Land and GLTN Unit, located within the Urban Legislation, Land and Governance (ULLG) Branch of UN-Habitat, is mandated to develop, test and disseminate pro-poor and gender responsive land tools and approaches within the continuum of land rights framework. Established in 2006, the Global Land Tool Network (GLTN), is a coalition of 80 international partners concerned with rural and urban land issues, working together to contribute to poverty reduction and sustainable development through promoting secure land and property rights for all, demonstrated through country-level interventions.

In the past years, GLTN has been expanding its work in the conflict-affected countries, including Somalia, Sudan, Iraq, Syria and other countries. The key aspects of the GLTN work in such countries include land governance, capacity development, knowledge management, support to land projects implementation, adaptation of land tools, and land sector coordination. The aim of this consultancy is to deliver specific technical outputs contributing to the implementation of the UN-Habitat and GLTN portfolio in conflict affected countries.

The work to be undertaken in the upcoming months by GLTN and its partners will include the following thematic areas.

Thematic areas	Description of activities
Land Conflict, Mapping, and Research	Review laws and practices; prepare conflict analyses report on issues related to land; analysis of specific local dispute resolution processes, gaps and capacity challenges; identify and document innovative and relevant local practices.
Land Conflict Resolution Mechanisms	Stakeholders' mapping related to land management and land conflict resolution; assessment of conflict resolution mechanisms; develop recommendations and capacities of stakeholders.
Capacity and Knowledge Development	Improve the capacity development of officials and other stakeholders on land dispute resolution mechanisms and other land-related topics; develop materials and strengthen capacity development.
Land Policy and Legislative Review	Review and drafting of land related legislation, policies and other normative frameworks.
Advancing Women's Land Rights	Organise debates on women's land rights; provide capacity development to protect women's land rights in conflict countries an – when applicable - within the Islamic framework; establishment of community of practices.
Land, HLP and Legal Trainings	Provide land, HLP and legal trainings to the land dispute committee focusing on forced evictions and protection of the rights of IDPs/return refugees; improve

	the understanding of local authorities on land rights regarding IDPs and return refugees.
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Under the overall leadership of the Coordinator of the Urban Legislation, Land and Governance Branch, the consultant will report to the Human Settlements Officer who is leading the Land and Conflict portfolio located in the Land and GLTN Unit of UN-Habitat. The consultant will collaborate with UN-Habitat country office colleagues and other colleagues working in the Land and GLTN Unit of UN-Habitat.

RESPONSIBILITIES

The aim of this consultancy is to implement activities related to the land and conflict stream of work and to coordinate the realization of the activities listed above. This involves develop the Terms of Reference for particular studies and activities; plan and follow up on the activities realized by colleagues and partners on the ground; quality control as well as time and cost management. The responsibilities further include undertaking capacity development and training events and workshops, developing and adapting training materials, develop documents and papers, review and provide inputs in research assignments and analyses, prepare concept notes and programme documents, and implement other specific activities within the land and conflict portfolio (including coordination and among working on the topic and focal point roles). The consultant will also undertake networking activities, identify new partners for the GLTN Network and explore further funding opportunities.

EXPECTED DELIVERABLES / OUTPUTS

The consultant will be expected to deliver the following outputs:

1. **Coordination and planning of activities.** This includes plan and follow up on their activities as well as controlling the quality of the accomplished work.
2. **Land and conflict related assessment and analysis.** This includes reviewing laws, policies and practices; analysing dispute resolution processes, gaps and capacity challenges; and documenting of innovative approaches and practices.
3. **Review and provide inputs to country-level land documents.** This includes reviewing and provide inputs on research and analysis documents, frameworks, methodology documents, etc.
4. **Reports on land and conflict-related issues.** This includes drafting, finalising and providing comments on studies and reports.
5. **Training, capacity development events and workshops.** This includes developing and/or adapting training materials, concept notes and programmes and organising and carrying out the events with minimum supervision and technical support.
6. **Concept notes and programme documents for land and conflict interventions,** including for the exploration of funding opportunities and identification of new partners and donors.
7. **Visibility and promotional materials.**

COMPETENCIES

- **Accountability:** Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; takes personal responsibility for his/her own shortcomings and those of the team, where applicable.
- **Professionalism:** Knowledge and understanding of principles and approaches relevant to land, HLP rights, project management and coordination. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to assist with data collection using various

methods. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; conscientious and efficient in meeting commitments, observing deadlines and achieving results; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

- **Communication:** Speaks and writes clearly and effectively in English; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

EDUCATION

Advanced education or degree in one of the following fields is required: urban development, international development, land administration and management, urban planning or related social sciences. Relevant work experience in the above-mentioned fields can be accepted in lieu of a degree.

WORK EXPERIENCE

- A minimum of 6 years of working experience in urban development, land sector, international development, humanitarian assistance or related areas is required.
- Experience in a conflict-affected context at the field level is desirable.
- Working experience with national or international development agencies is an asset.

LANGUAGE SKILLS

English and French are the working languages of the United Nations. For the post advertised, fluency in oral and written English is required. Knowledge of Arabic and French would be an added advantage

OTHER SKILLS

- Proficient in use of Microsoft Word, Excel, Illustrator and PowerPoint.
- Ability to work to schedule and within set deadlines and flexibility to adapt to changing priorities and timelines.
- Ability to understand complex assignments, undertake them with precision in line with the guidance given.
- Capacity to plan and prioritize conflicting priorities.

REMUNERATION

Payments will be based on deliverables over the consultancy period. There are set remuneration rates for consultancies. The rate is determined by functions performed and experience of the consultant. The fees will be paid as per agreement. Where applicable, travel costs of the consultant (airplane ticket economy class), transfers, and daily allowance as per the UN rate is payable in addition to the daily fee.

INFORMATION REGARDING THE APPLICATION PROCESS

Qualified female candidates are encouraged to apply.

Applications should be done through the **UN INSPIRA Portal** <https://inspira.un.org>

The cover letter should include a statement on **expectation regarding remuneration** (in USD per month).

Applicants are encouraged include up to three (3) relevant **publications, documents or articles** they have authored that are relevant to the position advertised.

UN-Habitat does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: recruitment@unon.org

Due to a large number of applications 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).