

TERMS OF REFERENCE

Published on 11th April 2023

ORGANIZATION:	United Nations Human Settlements Programme (UN-Habitat)
PROJECT:	Pathway to Sustainable, Resilient, and Inclusive development in Jajpur, Vyasaganar and Panasa Gram Panchayat
FUNCTIONAL TITLE:	Urban Planner – Jajpur
DUTY STATION:	New Delhi
DURATION:	06 months
TYPE OF CONTRACT:	Local Individual Contractors Agreement (LICA) Contract through UNOPS LICA – 7
CONSULTANCY FEE:	Not Applicable

Background:

UN-Habitat is assisting the District Collectorate of Jajpur, Government of Odisha to prepare sustainable development strategies which are essentially spatial strategic plans rooted in an exhaustive city diagnostics process. The approach is to undertake spatially-informed planning by, (i) undertaking an urban sustainability assessment, (ii) developing sustainable city strategy informed by climate-resilient and nature-based solutions, and (iii) identifying bankable sustainable projects for financing and implementation.

The components of the project include:

- In-depth assessment of project – Undertake an assessment of city’s performance with application of Urban Sustainability Assessment Framework (USAF) across 12 sectors, and to draw findings of gaps and opportunities for each sector based on quantitative, spatial, and descriptive metrics.
- Develop Sustainable City Strategies – Formulate ‘sustainable city strategies’ which are area-based (spatial/territorial) strategic plans and interventions developed based on the city profiles and diagnostics of issues and potential opportunities focusing on the objective to improve sustainability and resilience of city in the medium term (5-year development timeframe).
- Short and Medium Term Bankable Sustainable Project Proposals – Sustainable City-District Strategy will propose a list of actions and interventions that must be undertaken within a 2 to 5-year period. These interventions should take the form of bankable sustainable projects for implementation leading to on-ground impact in communities;
- Capacity Building and Knowledge Transfer – The project also aims to capacitate local government entities, ULB, and relevant stakeholders in the practices, processes of

sustainable, resilient, and inclusive development. The capacity building component will be designed to meet the needs of city administrators, policy makers, urban practitioners and decision makers who are concerned with resilience and sustainability of cities and regions. The training sessions will provide the participants with the opportunity to develop an in-depth knowledge about a series of implementation strategies and approaches but also get acquainted with the practical tools, methods, and indicators to monitor and localize the SDGs and report on their progress and achievements.

- Participate at Global Platforms to showcase Knowledge Products and Interventions, Facilitate Sister City Learnings/Exchanges: UN-Habitat would employ its existing networks and partnerships at global conferences, workshops, and conventions in the field of sustainable urbanization to share the accomplishments of this project. Such participation would put the spotlight on the district of Jajpur and assist in securing both national and international attention, and possible investments for green growth and low-carbon innovations in the district.

Duties and Responsibilities:

Under the overall supervision of the Country Programme Manager, UN-Habitat India, the Urban Planner based in Jajpur will work under overall guidance of the Senior Urban Planner, UN-Habitat India and will be responsible to undertake the following activities:

1. Review and understand Urban Sustainability Assessment (USAF) as the framework to prepare Urban Sustainability Indicators Reports (USIRs), formulate city diagnostics and prepare sustainable city strategies (SCS);
2. Review and understand the existing reports and documents such as the USIRs, PowerPoint slide decks prepared for the city diagnostics and sustainable city strategies for two cities and one gram panchayat under the project;
3. Analyse spatial maps based on urban sustainability and resilience reports, including, risk and vulnerability maps, land use, environmental features, etc to include the insights in the city diagnostic and SCS reports;
4. Prepare city diagnostics and sustainable city strategy reports based on application of Urban Sustainability Assessment (USAF) for two cities including the gram panchayat of Panasa;
5. Liaise with editing and graphic design teams to prepare polished reports (02); and
6. Facilitate stakeholder consultation and assist in capacity building workshops and other related activities at city level when required.

Qualifications:

Education: A first-level degree (Bachelor's or equivalent) in urban planning/ design, urban studies, architecture, human settlements, sustainable development, development studies, urban policy, environmental studies or related technical field is required. **An advanced university degree (Master's or equivalent) in the specified fields of studies would be preferred** with relevant work experience.

Work Experience: Minimum 06 years of progressively responsible work experience in the field of city planning and information systems. Experience of working with UN system and other international organizations/ projects will be considered as an advantage. Ability to use latest software such as ArcGIS, Excel, Photoshop, AutoCAD, InDesign and similar others for design and analysis will be an added advantage.

Competencies:

Professionalism: Sound analytical and problem-solving skills, plus ability to handle a range of equipment used in communication. Strong analytical, conceptualization, reporting skills required. Should have advanced writing, research, and analytical skills. Expertise in development of strategic documents, policy documents, local action plans as well as preparing and planning of various trainings/ workshops for different stakeholders. Ability to use latest software such as ArcGIS, Excel, Stata, SPSS and similar others for analysis will be an added advantage.

Teamwork: Ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Planning & Organizing: Ability to work with minimal supervision, under the pressure of frequent and tight deadlines often in difficult and demanding conditions.

Communication: Excellent communication (spoken and written) skills and demonstrated ability to explain UN security policies and procedures.

Client Orientation: Professional and courteous attitude and demonstrated ability to work effectively in a stressful environment. Receptive towards client needs. Understands that those provided services are clients and seek to see things from a client perspective. Maintains tact and diplomacy at all times.

Global Mandates and Frameworks Knowledge: Knowledge of Sustainable Development Goals, Paris Climate Agreement of 2015, New Urban Agenda, 2030 Agenda and other pertinent global mandates, their status and application.

Language: Excellent communication and fluency in English is required, any other national or official UN language would be an asset. ***Local language Oriya would be preferred.***

Reporting Arrangements:

The Urban Planner, Jajpur shall report to Country Programme Manager, UN-Habitat India and Senior Urban Planner, UN-Habitat India.

How to Apply:

Interested and qualified candidates are requested to please indicate their immediate availability to undertake the assignment as per terms of reference above. The application must be accompanied with a completed UN Personal History Form (P11). Please download the form (MS-Word) from UN-Habitat ROAP website https://fukuoka.unhabitat.org/wp-content/uploads/2021/12/Personal_History_P11-1.doc

The application should comprise of the:

- Recent Curriculum Vitae (CV)

- Detailed P11 form is a must as mentioned above

Please indicate the Post Title: “**Urban Planner - Jajpur**” in your email subject and send it to: unhabitat.india@un.org

Please note that applications received after the closing date stated below, will not be given consideration. Only short-listed candidates whose applications respond to the above criteria will be contacted for an interview. Overall remuneration will be determined according to the qualifications, skills and relevant experience of the selected candidate. In line with UN-Habitat policy on gender equity, applications from female candidates will be particularly welcome.

Deadline for application: Open till Friday, 21st April 2023

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).