



UNITED NATIONS HUMAN SETTLEMENTS PROGRAMME
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FOR A BETTER URBAN FUTURE

Vacancy Announcement
TERMS OF REFERENCE

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ORGANIZATION	United Nations Human Settlements Programme (UN-Habitat) UN Core Values: Integrity, Professionalism, Respect for Diversity
PROJECT	Young Gamechangers Initiative in Jatni, Odisha
FUNCTIONAL TITLE	Junior Urban Planner
DUTY STATION	Bhubaneswar/Jatni, Odisha
DURATION	12 months with possibility of extension based on performance
TYPE OF CONTRACT	UNOPS Local Individual Contractor's Agreement (LICA-7)

Background:

UN-Habitat's Young Gamechangers Initiative in Jatni aims to improve the health and well-being of young people in the city by i) Strengthening governance frameworks to advance health and well-being of young people; ii) Empowering young people with voice and agency and equip them with the right digital skills to engage in governance; and iii) Supporting local authorities to deliver public spaces that are safe, accessible and that promote health and wellbeing for young people. Housing and Urban Development Department (HUDD), Government of Odisha, and Jatni Municipal Council (JMC) are the implementing partners for the project. The focus of the project in Jatni will be the young people living in the Biju Adarsh Colonies.

The key components of the project include:

- **In-depth assessment of the youth ecosystem in Jatni**—to assess and understand the youth ecosystem in the city with respect to health and well-being, digital agency, governance processes, and the associated issues that impact the lives of the young people.
- **Setting up Young Gamechangers Lab**—to establish a YGI lab in the city with the requisite learning infrastructure that will serve the learning and skilling objectives of the project. The gamechanger space will provide young people with a space for meetings, co-creation workshops and learning and will be equipped with internet and computers. The project will select several youth gamechangers/champions and youth-led groups to engage, review, discuss and provide substantive comments and recommendations throughout the entire process. The youth gamechangers are a peer to the youth who are the targeted beneficiaries of the Labs, or a peer-led organization, and will act as a

bridge between the Lab's administration, Lab's users, and youth organizations affiliated with the lab.

- **Engage young people in co-working studios**— YGI will host a series of digital engagement, co-creation and learning studios on a weekly, bi-weekly and monthly basis. Eventually, the Lab will act as a learning hub for young people where talent development, innovation and creativity are enabled. Other cities may connect virtually and have access to the materials and knowledge shared during the learning studios. Some of the trainings and learnings might include, but not limited to, training on the rights to the city, planning and governance, public space, healthy urban environments, citizen engagement, Minecraft, Microsoft software, HerCity digital platform, Methodkit, assessment tools, Jamboard and others.
- **Document evidence through research**—The research activity will contribute additional knowledge on young people's participation in public space governance and digital participation. A research framework will be defined together with a set of indicators to measure how digital participation and public space intervention have an impact on the health and well-being of young people. The Evidence to Action (E2A) research team convened by UN-Habitat will follow the journey of the youth gamechangers as well as the users of the Lab during the different studios.

Duties and responsibilities:

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

- Conduct primary and secondary research, including thorough review of UN Habitat's tools, guidelines and frameworks pertaining to health, well-being of youth and urban development;
- Undertake quantitative and qualitative assessments of relevant urban datasets to build comprehensive understanding of youth ecosystem in Jatni;
- Develop spatial maps based on the city profile and the project sites encompassing pertinent to urban health indicators, demographics and employment, physical and social assets, among others;
- Undertake analysis of spatial and non-spatial data to develop sound understanding of local youth governance, employment and health/well-being aligned with project objectives;
- Draft minutes, briefing notes, reporting documents, project reports and other associated project documents;
- Connect and co-ordinate with the Slum Dweller's Associations of the Biju Adarsh Colonies in Jatni, Self Help Groups, and other community groups to facilitate their active participation in project implementation;
- Plan and facilitate online and in-person project workshops and other events with community and local authorities;
- Co-ordinate with HUDD, JMC, and other government bodies for project approvals and other prerequisites for successful implementation of the project

- Develop a knowledge base of best practices, lessons learnt, experiences and stories to pertaining to the project outcomes;
- Provide day-to-day technical support and facilitate smooth project implementation as per the agreed workplan for implementation of various activities under the project;
- Support Country Office in New Delhi to establish and/or maintain relations with relevant stakeholders to promote the project objectives;
- Prepare presentations, sectoral flyers and brochures for participation in national and global events; and
- Perform and undertake any other tasks, as assigned by the Country Programme Manager, UN-Habitat India.

Qualifications:

Education: A first-level degree (Bachelor's or equivalent) in architecture, urban planning, policy or design, urban studies, urban geography, or a related field. An advanced university degree (Master's or equivalent) in the specified fields of studies would be preferred with two years of relevant work experience.

Work Experience: At minimum of six (06) years progressively responsible experience in the development sector. Strong field experience of working with community groups will be considered 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: 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. Able to work both independently and as part of a team in a multicultural environment and establish harmonious and effective working relationships both within and outside the organization. Ability to use latest software such as ArcGIS, Excel, Adobe Creative Suite; illustrator, InDesign, Photoshop, AutoCAD, SketchUp and similar others for design and analysis will be an added advantage.

Professionalism: Sound analytical and problem-solving skills, plus ability to handle a range of equipment used in communication. Knowledge and interest in urban planning and sustainable development debate and approaches, and keeping abreast of professional field of expertise.

Teamwork: Ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. Capacity of undertaking initiative to ensure smooth relations and open communication within the team and with partners.

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 in English and demonstrated ability to explain concepts and approaches in the field of expertise, as well as UN 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.

Language: Fluency in English is required for this position. Knowledge of another local language or UN official language would be an advantage. Knowledge of Odia will be an added advantage.

Reporting Arrangements: The Consultant shall report to the Country Programme Manager, and coordinate with 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:

- UN Personal History Form (P11) – *without detailed P11 form, application would be rejected.*
- Recent Curriculum Vitae (CV)

Please indicate the Post Title: “**Junior Urban Planner, YGI**” 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: Monday, 19th June 2023 before 05.30 pm (IST)

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).