



Vacancy Announcement
TERMS OF REFERENCE

Date of Publication: Tuesday, 25th July 2023

ORGANIZATION:	United Nations Human Settlements Programme (UN-Habitat) UN Core Values: Integrity, Professionalism, Respect for Diversity
PROJECT:	Pathway to Sustainable, Resilient, and Inclusive development in Jajpur, Vyasaganagar and Panasa Gram Panchayat
FUNCTIONAL TITLE:	Consultant Urban Designer – Tactical Placemaking
DUTY STATION:	Jajpur, Odisha
DURATION:	1 month
TYPE OF CONTRACT:	UNOPS Local Individual Contractor’s Agreement (LICA 8)

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.

The proposed site for tactical placemaking is a road intersection of prominence in Jajpur and connects important city level functions such as municipality office, district court, collectorate to the district medical center. This stretch of road overlaps with State Highway-56 as well. The tactical placemaking exercise is proposed at the 4-way intersection named Gandhi Chhak, their proposed pedestrian crossings and a linear public park along one edge of the SH-56 (refer Figure 1).

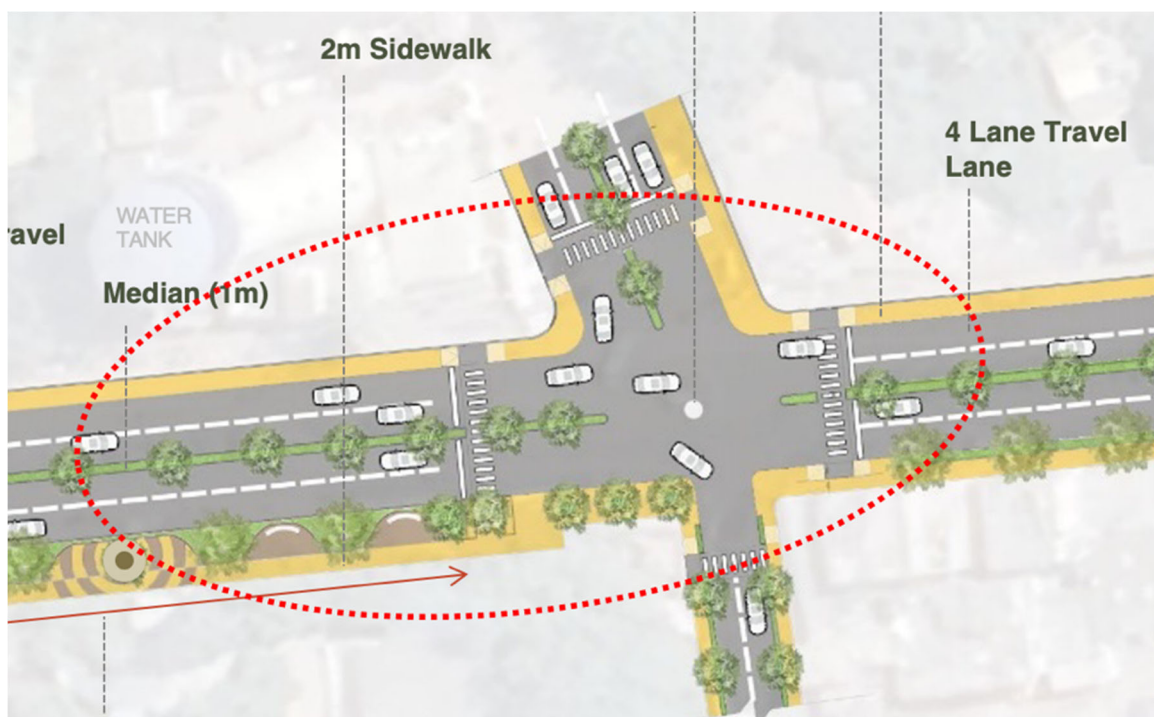


Figure 1 Location Map- Gandhi Chhak

Duties and Responsibilities:

Under the overall supervision of the Country Programme Manager, the Urban Design Consultant – Tactical Placemaking will work under the guidance of the Senior Urban Planner, and will be responsible to undertake the following activities:

A. Project coordination, implementation and stakeholder consultations

- Conduct a thorough review of the site selected for the tactical placemaking action implementation through a site context appraisal; study the proposed urban design interventions, plans and schematics already developed by the project team.
- Conduct mapping of beneficiary communities and groups which will be directly impacted with the tactical placemaking actions by building on the existing stakeholder mapping of state, district and municipality level stakeholders.
- Prepare a work plan for the implementation of tactical placemaking actions in the selected site.
- Develop a methodology for the design and implementation of tactical placemaking actions by contextualising UN Habitat knowledge resources, including-
 - Gathering participation from civil society organizations, community, public sector entities, the private sector based on the stakeholder mapping
 - Development of participatory spaces and citizen dialogue (with the participation of local authorities) during the process of collective construction of tactical placemaking actions on the site
 - Gathering community participation for co-creation of the tactical placemaking actions, giving beneficiaries the spotlight
 - Estimation of logistical requirements for the implementation of different types of tactical placemaking actions
 - Identification of approvals needed from government authorities and process to obtain them.
- Support the Senior Planner in organizing and executing the Block-by-Block workshop to co-create urban design on selected site with identified beneficiaries.
- Prepare conceptual design of the tactical placemaking actions intended to be executed on the site to reflect the existing schematics; and cost estimates of the materials used.
- Liaise with the contractor selected by the district government to procure materials.
- Facilitate tactical placemaking actions implementation on ground.
- Identify and train community volunteers that can be actively engaged in the implementation of the tactical placemaking actions.
- Develop questionnaire for pre- and post-implementation user perception surveys and execute the surveys.
- Attend working meetings that are convened and delegated to the consultant by the Senior Urban Planner/Project Manager for the execution of tactical placemaking actions.

- Provide information to project team regarding any impacts that the execution process may have.

Outputs-

- i. Tactical Placemaking Implementation Work Plan
- ii. Documentation of tactical placemaking implementation methodology, including BoQs
- iii. Report on design of the tactical placemaking interventions
- iv. Stakeholder and community beneficiary mapping report
- v. Post completion report of the tactical placemaking pilot including Block-by-Block workshop

B. Knowledge management and documentation of lessons learned:

- Prepare a communications strategy of tactical placemaking actions, considering the expected impact the tactical placemaking actions will have at community level, as well as the engagement with local government.
- During implementation, conduct a visual documentation of the existing conditions and the execution of the tactical placemaking actions. Record user responses and experience during and after implementation
- Document lessons and recommendations from the community for permanent design solutions based on the pilot.

Outputs-

- i. Communications strategy for tactical placemaking actions
- ii. Engagement materials for stakeholders' participation
- iii. Visual documentation of the existing conditions; user responses post implementation documentation
- iv. Report on lessons learnt including pre-post user perception surveys, design recommendations

Undertake any other related tasks, as may be required by the Country Programme Manager, UN-Habitat India.

Qualifications:

Education: An advanced university degree (Master's or equivalent) in architecture, urban design, landscape architecture, urban planning, transport planning, or any other related field. A first-level university degree in combination with additional two years of qualifying experience may accepted in lieu of the advanced university degree.

Work Experience: Minimum of two (02) years of relevant work experience in tactical placemaking, community engagement, urban planning and urban design. Demonstrated capacity to implement tactical placemaking projects, supervise graphic representation of ideas and concepts and familiarity with graphic design packages are required. Experience

in working with government institutions at national and local level in India is an advantage. Experience in working with teams and with partners is required. Experience within the United Nations common system will be an advantage. Proficiency in design and illustration software is necessary.

Professionalism: Sound analytical and problem-solving skills, plus ability to handle a range of equipment used in communication. Should have advanced proposal 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.

Teamwork: Ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. The candidate needs to have experience of working with multiple stakeholders including government, civil society, and other partners.

Planning & Organizing: The candidate should be able to develop clear goals that are consistent with the agreed strategy; able to adapt to a new task and work context quickly and finish all duties within the given timeframe.

Client orientation: Experience in working with government institutions at national and local level is an advantage. Capable of working in a team and undertaking initiative to ensure smooth relations and open communication within the team and with partners is required. Professional and courteous attitude and demonstrated ability to work effectively in a stressful environment.

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

Reporting Arrangements: The Consultant Urban Designer – Tactical Placemaking shall report to the 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: “**Consultant Urban Designer – Tactical Placemaking**” 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, 7th August 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).