## CONSULTANCY ANNOUNCEMENT

<table>
<thead>
<tr>
<th>ORGANIZATION:</th>
<th>UNEP/DTIE/SCP Branch</th>
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<tbody>
<tr>
<td>DUTY STATION:</td>
<td>Nairobi, Kenya</td>
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<tr>
<td>FUNCTIONAL TITLE:</td>
<td>Consultancy</td>
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<tr>
<td>DURATION:</td>
<td>6 Months</td>
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<tr>
<td>START DATE:</td>
<td>As soon as possible</td>
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<tr>
<td>CLOSING DATE:</td>
<td>1 March 2014 extended to 10 March 2014</td>
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### Background

The 10 Year Framework of Programmes on Sustainable Consumption and Production (10YFP), adopted by the international community at the United Nations Conference on Sustainable Development (Rio+20) in 2012 has as one of the main goals to support regional and national initiatives on SCP and scale up the implementation of SCP practices with all relevant stakeholders. Hence, most of the 10YFP deliverables will be at the regional, sub-regional and national levels. The 10YFP implementation agenda in the African region is very dynamic and requires important support to fulfill the goals and expectations from member States. A consultant is required to support the Regional Office of Africa (ROA) and the 10YFP Secretariat in the regional coordination and implementation of the 10YFP in particular, with the following activities: i) Support liaison activities between the 10YFP Secretariat in DTIE (Paris) and the regional office, ii) Assist in the implementation of the *Partnership for SCP in Africa* and the *African 10YFP*, within the global context of the 10YFP and the activities related to the 10YFP programmes; iii) Assist in the organization of the 10YFP regional or sub-regional meetings, workshops and/or seminars; iv) Support all outreach and information activities of the 10YFP Secretariat in the region; v) Assist the Secretariat in preparing implementation of projects supported by the Trust Fund in the region; and vi) support with any other additional tasks as requested by the 10YFP Secretariat and the regional office related to the 10YFP and SCP.

The Secretariat of the 10YFP, which is based in the Sustainable Consumption and Production (SCP) Branch in the Division of Technology, Industry and Economics (DTIE) in Paris, is expected to support the global coordination that is needed to ensure the effective implementation of the 10YFP. In this context, its mandate notably consists in cooperating closely with and respond to Member States and contributing to the fulfillment of the functions of the 10YFP Secretariat as listed above while collaborating with all relevant United Nations bodies and fostering the active participation of key stakeholders, in addition to maintaining a list of active programmes and initiatives under the 10YFP, administering a Trust Fund to receive and mobilize resources to develop and support SCP programmes in developing countries and countries with economies in transition, and organizing relevant meetings on the 10YFP (for more information please visit [www.unep.org/10yfp](http://www.unep.org/10yfp)).

Technical assistance is needed to strengthen the implementation of the above activities and ensure active participation of all relevant stakeholders in Africa under the 10YFP, and the recruitment of a regional 10YFP Consultant based in ROA, Nairobi, Kenya, is required.
Responsibilities

Under the co-supervision of the Regional Coordinator of Resource Efficiency of ROA (Nairobi) and the Programme Officer in charge of Africa related activities within the 10YFP Secretariat in DTIE (Paris), the following specific tasks will be undertaken by the Regional 10YFP Consultant:

a. **Support liaison activities between the 10YFP Secretariat in DTIE (Paris) and the regional office**, in order to: i) ensure the best information flow with governments and the 10YFP National Focal Points, to obtain countries’ needs and priorities in terms of capacity-building and technical assistance; ii) share information and enhance cooperation with relevant stakeholders – including 10YFP Stakeholder focal points and UN agencies – in the region with the 10YFP activities and programmes; iii) support in the preparation of regional progress reports, briefings and presentations; iv) ensure synergies with the SWITCH Africa Green Project.

b. **Assist in the implementation of the African 10YFP and Partnership for SCP in Africa, within the context of the 10YFP and the activities related to the 10YFP programmes**, this will include: i) identify opportunities and partners to support the regional priorities and support the implementation of the 10YFP, iii) facilitate the support of the region in the 10YFP Programme activities; iv) support the Secretariat and the regional office in preparatory work for the development of an SCP sector based policy in one African country as part of the UNDA project and v) support the study on regional benchmarking/baseline on SCP policies in the region.

c. **Assist in the organization of the 10YFP regional or sub-regional meetings, workshops and/or seminars**, in close coordination of the 10YFP Secretariat and in close cooperation with main partners, this includes: i) organization of a **sub-regional roundtable on SCP for Francophone African Countries National Focal Points and Stakeholders** ii) organization of a **10YFP multi-stakeholder regional meeting for Africa**, iii) support of workshops on 10YFP Capacity building for the National and Stakeholder focal points, including a **10YFP Capacity-building workshop to be held back to back with the 10YFP multi-stakeholder regional meeting for Africa**, and any other events requested by the 10YFP Secretariat based on availability of funds.

d. **Support all outreach and information activities of the 10YFP Secretariat in the region**, including through: i) the management of the African community of the Global SCP Clearinghouse in close cooperation with other administrators and community managers, ii) assisting with the organization of webinars targeted at national and stakeholder focal points of the region, iii) providing inputs for the 10YFP newsletter, website and social network, and iv) ensuring visibility to the activities of the 10YFP Secretariat and programmes in all communication activities of ROA.

e. **Assist the Secretariat in tasks related to the 10YFP Trust Fund, including projects supported in the region, including by** i) supporting the preparation of SSFAs with countries and partners in the region receiving funds from the Trust Fund, ii) assisting in fund raising and resource mobilization activities.

f. **Additional tasks as requested by** the 10YFP Secretariat and the regional office related to the 10YFP and SCP.
Qualifications

Education
- Advanced university degree (Master’s degree or equivalent) in social sciences, economics and public policies, sustainable development and/or environmental studies, or related fields; or a first degree combined with relevant professional experience and other formal qualifications.

Work experience
- Minimum 5 years work experience in the field of sustainable development, resource efficiency or SCP; networking, dialogue activities and outreach, preferably in regional projects;
- Relevant work experience in developing countries, as well as a deep understanding of context in Africa.

Skills
- Previous experience in the UN system would be an advantage;
- Verbal skills and ability for effective communication;
- Observance of principles and ethic codes of the United Nations;
- Works collaboratively with other project team members to achieve project goals; willing to learn from others, and able to work in multi-cultural, multi-ethnic environment.

Languages
- Fluency in English and French oral and written required. Knowledge of other languages such as Swahili is an advantage.

All applications to be sent to the following address on or before the deadline of 1 March, 2013.
Applicants should send a completed United Nations P.11 Form or a CV together with a covering letter of maximum one page summarizing how they meet the requirements of the consultancy to:
Email: fabienne.pierre@unep.org and patrick.mwesigye@unep.org