

Ref: UN-HABITAT/VA-I/2015/010

## TERMS OF REFERENCE

Issued on: 26 November 2015

<b>ORGANIZATIONAL LOCATION:</b>	UN-Habitat
<b>FUNCTIONAL TITLE:</b>	Socio-Economic Specialist
<b>DUTY STATION:</b>	Home-based with frequent missions to Myanmar
<b>PROJECT:</b>	Myanmar Climate Change Alliance
<b>GRAGE:</b>	IICA (Short-term consultant)
<b>STARTING DATE:</b>	As soon as possible
<b>POST DURATION</b>	7 Months, with an initial workload of 106 days (extendable as required)
<b>CLOSING DATE:</b>	10 December 2015

**United Nations Core Values: Integrity, Professionalism, Respect for Diversity**

### 1. Background

#### *The MCCA Programme*

- The observed and potential future impacts of climate change and the current low state of preparedness require Myanmar to step up in its institutional, normative, technical, sectoral and societal capacities, if the challenge is to be met. Aware of the challenges, Myanmar has initiated the *Myanmar Climate Change Alliance* Programme executed by UN-Habitat and UNEP and funded by the European Union with three (3) expected results:
  - Government, civil society and the private sector in Myanmar are more aware of the implications of climate change (Awareness & Communication)
  - Government has the capacity and support needed to integrate climate change considerations in policies, strategies, plans and operations (Strategy formulation and technical capacity-building)
  - Lessons drawn on climate change from State and local level activities influence policy making and are communicated to relevant decision-makers in the relevant sectors (Pilot projects on climate change adaptation)

#### *Eco-System Based Adaptation Project in 2 townships*

- To deliver Expected Result 3, the MCCA is implementing pilot projects on *Eco-System Based Adaptation* in two Townships of two areas historically affected by adverse climate events, which have registered changes overtime and that models expect to further experience changes in climate. These are the Dry Zone Area, which is experiencing systematic climate driven migration resulting from the changing rain patterns that affect agriculture; and the Delta Area, which is experiencing

frequent adverse impacts of tropical storms, cyclones, floods and may expect negative impacts from sea level rise.

- The MCCA technical working group (the TWG comprises line ministries, main cities, the University, Civil Society organizations and development partners) has selected a list of townships in each area to be shortlisted for the project based on their: 1) Exposure to the effects of climate change and observed changes and impact 2) High vulnerability to these effects as concerns socio-economic, livelihood, infrastructural, production and environmental aspects.
- As a result **one township in each of the two areas has been selected by the MCCA Team to implement an Eco-System Based Adaptation project for a duration of two years, which will:**
  1. assess the vulnerability of the township to climate change;
  2. prioritize adaptive solutions and plan for long-term adaptation of the township;
  3. implement a number of prioritized solutions through a system of community grants;
  4. mainstream eco-system based approach at national level

#### *The climate change Vulnerability Assessment*

- The first step is therefore to develop a ***Vulnerability Assessment (VA)*** to assess the extent and nature of vulnerability to climate change of the Township
- The purpose of the VA is to inform the programme team; planners; policy-makers and communities which critical systems and people, and in which areas, are most vulnerable to what climate change related hazards. The results of the VA will be used for participatory-planning to decide on the most effective adaptation priority solutions to be implemented.
- The VA will include (3) three overall components and (2) two supporting technical components :
  1. *An eco-system component*, which will analyse supporting, provisioning and regulating eco-system services and to unveil how are they currently suffering the consequences of changes in climate and how they will be affected by projected further changes, so to prepare scenarios for adaptation to be discussed and adopted by the townships (by an Environmental specialist consultant)
  2. *A socio-economic component*, which will analyse factors of vulnerability related to social and economic factors; their interrelation with the eco-system, so to prepare scenarios for adaptation to be discussed and adopted by the townships (by a Socio-economic specialist consultant)
  3. *A spatial or territorial component*, which will analyse current and future factors of vulnerability, the interrelation between the environment; the built environment and the socio-economic factors thus to devise adaptation scenarios (by an Urban and Regional Planning consultant, specialist in Spatial Development)
  4. *A climate modelling* based on global and local data and models (by climate specialist or partner)
  5. *Land-use and risk mapping* including projections of the effect of sea-level rise, cyclones, floods etc. (GIS specialist) on the human settlements

### *The Vulnerability Assessment Team (VA Team)*

- The consultant recruited against the present ToR will work within the following team:

Component	Expertise	Role
Eco-System	Environmental specialist	<ul style="list-style-type: none"><li>• Designs the ecosystem component to highlight how climate and human factors will affect ecosystems and their ability to provide services. What hazards/risks will change the nature of ecosystems/services. Land-use management analysis. Systems integration with other townships/locations. Migration patterns</li><li>• Provides a list of potential adaptive measures</li><li>• Designs adaptation scenarios for eco-system services</li></ul>
Territorial System	Spatial development, urban, regional planner with capacities in GIS and modeling	<ul style="list-style-type: none"><li>• Writes the territorial component of the VA, by highlighting the relation between the eco-services, socio-economic and infrastructural services and the territory.</li><li>• Provides a list of potential adaptive measures</li><li>• Design adaptation scenarios for the territory (physical and spatial components)</li></ul>
Socio-economic system	Social development specialist and economist	<ul style="list-style-type: none"><li>• Writes the socio-economic component analyzing the vulnerabilities on livelihoods, jobs, production, trade, migration, food security, social protection resulting from the changing climate</li><li>• Provides a list of potential adaptive measures</li><li>• Design socio-economic adaptation scenarios</li><li>• Highlights vulnerable groups needs</li></ul>
Local climate modeling	climate expert <u>or</u> partner organization	<ul style="list-style-type: none"><li>• Climate modeling at regional and township level (as relevant)</li></ul>
Land-use and risk mapping	GIS specialist with environmental and infrastructure experience	<ul style="list-style-type: none"><li>• Prepares basic mapping to show potential impact and extent of, for instance, sea-level rise, floods etc. in a given location</li><li>• Digital elevation models as needed</li><li>• Risk maps in townships and specific locations</li></ul>

## **2. Purpose of the consultancy**

---

The purpose of this assignment is to draft the socio-economic component of the vulnerability assessment for the Dry Zone Area township (Pakokku) and the Delta Area (Labutta), analyzing the vulnerabilities on livelihoods, jobs, production, trade, migration, social protection and other factors resulting from the observed changes in climate and the expected further impact.

This shall include a detailed analysis on how climate change may impact the sources of livelihoods and the social settings. The socio-economic specialist will be expected, in particular, to develop socio-economic planning scenarios for possible future conditions that may exist as a result of climate change. This may include, for example, the impacts on wealth and livelihoods of drought induced

crop failures or water shortages, for example. This will generate a list of potential adaptive measures in the social, economic and livelihoods areas.

This consultant is also expected to work as lead author, to harmonize the narrative, coordinate the inputs, liaise closely with all experts and the MCCA Team and finalize the VA with all comments.

To this end, the consultant will work with the other specialist, highlighting the interdependence of the socio-economic factors with the spatial aspects and the eco-system services.

### **3. Duties and Responsibilities**

---

Under the overall technical guidance of the MCCA Chief Technical Advisor, in close cooperation with the VA Team and directed by a Team Leader, the consultant will:

#### **1. Write an inception methodology for his/her component of the VA by:**

- i. Analyzing current data and highlighting the data needed to complete the component
- ii. Commenting on how the component will fit and serve the broader assessment
- iii. Participating in team meeting, by skype or in person as needed, in order to finalize the terms of reference of the VA; divide tasks and set up a work plan; define and coordinate data gathering requirements and analysis with other VA team members
- iv. Working with the Spatial Development Specialist responsible for preparing the territorial component of the VA, to produce a Matrix of Functions and Services for the region and settlements to include socio-economic services and components.

#### **2. Gather required data by:**

- i. Studying existing secondary sources
- ii. Leading meetings with relevant government departments at the local and national level to gather the required data, in coordination with the team
- iii. Design and help to conduct community consultations and focus groups, as necessary, to 'ground-truth' data and scientific information (including observed and projected changes in climate) and utilise such focus groups to gather additional qualitative information
- iv. Collecting data from technical partners and stakeholders as needed (NGOs present in the areas, other UN-Habitat project)
- v. Obtaining data, including through official requests, from relevant Government departments (Ministry of Finance; Social Welfare; Planning and Development; Environmental Conversation and Forestry; Agriculture and others) and Township authorities
- vi. Participating in primary source collection as needed in the field.

#### **3. Write the socio-economic component of the VA by:**

- i. Writing an analytical report, in cooperation with the Environmental and the Spatial/Territorial specialists, to reflect the current socio-economic conditions and how these are affected by observed changes in climate and severe natural events and how projected changes are expected to have an impact on economic and livelihoods capacities and affect social conditions

- ii. Ensuring socio-economic vulnerabilities are reflected in the spatial analysis and physical risk mapping in cooperation with the other specialists, with the production of socio-economic vulnerability maps
- iii. Proposing a long-list of adaptive measures related to socio-economic factors
- iv. Leading the substantive discussions on this component, hand in hand with the other experts

**4. Act as Lead Author, by coordinating the inputs, the drafting and reviewing the vulnerability assessment report, as required**

- i. Harmonizing the narrative, by reviewing all inputs, supporting the CTA in coordinating the experts
- ii. Finalizing the VA with the CTA and other experts, including partnering organizations with all comments integrated

**5. Perform other necessary tasks as required by the MCCA CTA**

## **4. Expected Outputs**

---

- (1) one inception report and work plan, detailing data to be gathered, type and number of community consultations, analytical framework to be used, assessment time-frame and other information, to be agreed with the MCCA CTA and other VA team members
- (1) one main analytical report on the Socio-Economic component of the VA, to be agreed with the CTA before final submission, highlighting all aspects required to illustrate the vulnerability of the Township as concerns climate change and the socio-economic factors.
- (2) two maps or more if needed in each township illustrating the distribution of socio-economic vulnerabilities in the town and villages of the township (socio-economic mapping layer)
- Participation in (2) workshops and at least (2) tele-conferences with the team as required
- (1) one final draft of overall VA integrating all comments and all inputs from the team
- (3) three missions to Myanmar, including field visits
- (1) one set of adaptive measures in his/her field
- Team supported; national colleagues trained

## **5. Qualifications and Experience**

---

### **Qualifications**

An advanced degree in sociology, economics, international development, political or social sciences, or a related field

### **Experience**

- Minimum 7 years of working experience on socio-economic analysis, livelihoods, social-protection and relevant field

- Working experience with government officials, other experts, multicultural teams and cooperation with other organizations
- Experience in Myanmar is ideal, experience in Southeast Asia strongly preferred

### **Skills**

- Demonstrated ability to write technical information coherently and concisely
- Ability to work independently with a high degree of responsibility, in a flexible manner and often under pressure.
- Ability to conduct interviews.
- Excellent communication and writing skills.
- English proficiency is a must.

### **Competencies**

□ Demonstrates commitment to UN-Habitat's mission, vision and values. □ Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability □ Shares knowledge and experience □ Provides helpful feedback and advice to others in the office □ Demonstrates excellent knowledge of protocol □ Demonstrates excellent knowledge of security issues □ Focuses on result for the client □ Consistently approaches work with energy and a positive, constructive attitude □ Remains calm, in control and good humored even under pressure □ Responds positively to critical feedback and differing points of views

#### **Submission of Applications:**

The application should comprise:

- ♦ Completed UN Personal History Form (P11). Please download the form (MS-Word) from UN-Habitat/ROAP-vacancy website: [www.fukuoka.unhabitat.org](http://www.fukuoka.unhabitat.org)
- ♦ CV with a Passport Photograph
- ♦ A Statement of Interest and suitability (a cover letter) for the position

#### **All applications should be submitted to:**

UN-Habitat Myanmar Office

**UN-Habitat, UN Compound, No.6, Natmauk Road, Tamwe Township, Yangon**

**To: [recruitment@unhabitat.org.mm](mailto:recruitment@unhabitat.org.mm)**

**Cc: [habitat.fukuoka@unhabitat.org](mailto:habitat.fukuoka@unhabitat.org)**

Please indicate the Post Title: “**MYA- Socio-Economic Specialist**” in your e-mail subject.

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. The fee 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. UN-Habitat regrets its inability to reply individually or attend to telephone queries on the advertised posts.

**Deadline for applications: 10 December 2015**

In line with UN-Habitat policy on Gender Equality, and Empowerment of Women, application from female candidates are particularly encouraged.