### CALL FOR APPLICATIONS: VETTED EXPERTS ROSTER, SUPPORT TO UNDP PROJECTS AND PROGRAMMES: Partnership and Resource Mobilization

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| **Location** | Home Based and Various |
| **Application deadline** | 4 weeks from date of publishing |
| **Type of Contract** | Individual Contractor |
| **Post Level** | National Consultant |
| **Languages required:** | English, French, Portuguese and Spanish as demanded |
| **Duty Station** | Various |
| **Duration of Initial Contract:** | Varies from a few days to several months |

**BACKGROUND**

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| As a trusted and neutral multilateral partner working in around 170 countries and territories around the world, the United Nations Development Programme (UNDP) is uniquely positioned to advocate for transformative change, connect countries to the knowledge and resources they require to promote sustainable human development and to coordinate the efforts of the United Nations at the country level.  Aiming to eradicate poverty, violence and hunger, UNDP supports countries in Africa to translate economic growth into long-lasting, inclusive human development. The organization works with governments, businesses, communities and regional organizations, helping countries to develop capacity, share knowledge and mobilize funds for sustainable development.  In 2014, UNDP started implementing its new strategic plan to become more driven, results-oriented, and efficient. The plan will ensure UNDP will be fit for purpose and make the best use of the resources trusted to it. Making an impact on country level and the ability to make prominent contributions to the global development dialogue are key objectives of the plan.  In line with its regional orientation and focus, the key partners for implementation of the Regional Programme are the African Union (AU) and its subsidiary bodies, especially the Regional Economic Communities (RECs) with special attention to South-South and triangular approaches and measures to foster complementarity with Global and Country Programmes.  The UNDP regional programme aims at providing support to implementation of the African Union Vision 2063 - An integrated, prosperous and peaceful Africa, driven and managed by its own citizens and representing a dynamic force in the international arena as well as the African Union Commission Strategic Plan.  *“Within the context of the evolving global development cooperation architecture,*  *including the Paris and Busan principles, UNDP will deepen partnerships for strategic*  *thinking, knowledge generation and exchange, capacity development, and resource*  *mobilization. To that end, a partnership and resource mobilization strategy will be*  *formulated at the outset of programme implementation.”*  UNDP has allocated some core resources for implementation of the RPD and intends to mobilize an equal amount through various strategic partnerships with the overall aim to enhance cooperation for development in the continent.  In order to ensure continued support to our partnership and resource mobilization initiatives, UNDP invites candidates to send their applications for inclusion in a Vetted Roster external experts. The process of including candidates in the Expert Roster are described in the later sections of this advertisement.  **To be considered for inclusion in the roster, applications would need to have expertise in one or more of the following areas:**   * Development cooperation and related frameworks such as the SDGs * Development and implementation of partnership and resource mobilization strategies * Partnership development and resource mobilization |

**DUTIES AND RESPONSIBILITIES**

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| **Tasks assigned in each individual assignment may include one or more of the following:**   * Scans and identifies new prospective partners and resource mobilization opportunities and defines parameters and timelines for securing resources. * Develops differentiated partnership and resource mobilization approaches based on country classification, case studies and global best practice. * Supports the development and provides advice to partnership and resource mobilization strategies. * Support the creation and strengthening of key country partnerships that contribute to UNDP’s core mission, mandate, and achievement of development results, including securing resource commitments, where possible. * Strong positioning of UNDP as a partner of choice and facilitation of knowledge building and knowledge sharing. * Desk review of relevant documents for a better understanding of context and UNDP’s programmatic support to the 46 Sub-Saharan countries for which the Centre has responsibility * Development and/or review of draft strategy documents. * Liaise with the UNDP Bureau of External Relations (BERA) and concerned staff to ensure synergy with Corporate Resource Mobilization strategies. * Organize and facilitate partner consultations. * Support efforts to build partnerships and mobilize an appropriate and sustainable funding base. * Develop country office partnerships building and resource mobilization strategy, tools and procedures. * Coordinates donor intelligence gathering, support strengthening of UNDP position within the UN family and strategic partnerships with government, donors, private sector and CSO. * Carry out a close cooperation with other Management staff, Programme, Operations and other Teams. * Maintain a network with colleagues from UNDP, UN Agencies, Government officials, multi-lateral and bi-lateral donors, private sector and civil society. * Prepare and present the outcomes in workshops. * Perform research and proactive opportunity identification and outreach to develop an ongoing pipeline of potential partners including emerging partners. |

**FUNCTIONAL COMPETENCIES**

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| Professionalism   * Capable of working in a high pressure environment with sharp and frequent deadlines, managing many tasks simultaneously; * Excellent analytical and organizational skills; * Exercise the highest level of responsibility and be able to handle confidential and politically sensitive issues in a responsible and mature manner.   Communication   * Excellent writing and verbal communication skills; * Communicate effectively in writing to a varied and broad audience in a simple and concise manner.   Teamwork   * Work well in a team to advance the priorities of the Regional Programme and UNDP as a whole; * Projects a positive image and is ready to take on a wide range of tasks; * Focuses on results for the client; * Welcomes constructive feedback. |

**REQUIRED SKILLS AND EXPERIENCE**

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| **Education, experience and skills**   * **Band 1, Implementation Support**: Master Degree in relevant field with minimum 3 years of relevant work experience, or Bachelor Degree in relevant field with minimum 5 years of relevant work experience. * **Band 2, Specialist Support**: Master Degree in relevant field with minimum 7 years of relevant work experience, out of which minimum 3 years of international experience as a requirement. * **Band 3, Senior Advisory**: Master Degree in relevant field with minimum 12 years of relevant work experience, out of which minimum 5 years of international experience as a requirement. * Partnerships - Ability to engage with other agencies and forge productive working relationships * Resource Mobilization - Ability to identify and organize programmes and projects to implement solutions and generate resources * Relevant experience at national and international level in resources mobilization or development aid management/coordination * Experience in research and policy-level analysis * Experience in providing advisory services for strategies design * Ability to lead formulation of strategies and their implementation * Proven experience in building effectively networks with partners seizing opportunities to build strategic alliances * Some experience in design, monitoring and evaluation of development projects an asset * Experience in the usage of computers and office software packages (MS Word, Excel, etc) and advance knowledge of spreadsheet and database packages, experience in handling of web-based management systems * Substantive understanding of and/or background in one or more of the following areas of specialization an asset: poverty reduction and achievement of the Sustainable Development Goals (SDGs); democratic governance; sustainable development, environment and energy; HIV/AIDS, health and development; gender equality and women’s empowerment; and knowledge, innovation and capacity development * Knowledge of UN, including UNDP terminology, language and style is an advantage * Previous work experience in the African Region is an asset   **Relevant Field of Education**   * International relations, development, economics, public administration, business administration, marketing or another relevant development-related field.   **Language Requirements**   * Excellent oral and written English; French, Portuguese and Spanish will be an asset.   **Evaluation of Applicants**  Applicants will be screened against qualifications and the competencies specified above and may be may be requested to participate in a brief interview.   * Interested candidates are advised to carefully review this advertisement and ensure that they meet the requirements and qualifications described above. * Qualified women are encouraged to apply.   **Applications should include:**   * **A cover letter,** clearly identifying the “Areas of Expertise” as mentioned in the background section above. * **Updated P11 and Personal CV**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references * **Daily Professional fee.**   Successful candidates will be included in UNDP RSCA Experts Roster for a period of 5 years, in one of the “bands” indicated above. However, the addition of an individual in the Roster does not guarantee a contract with UNDP.  **Contracting**   * When a request for services arises, the roster manager shall Contact the individuals included in the specific area of expertise with ToR, location and dates of the assignment seeking confirmation of availability, as well as other costs such as living allowance, travel cost, etc. The daily fee quoted by the individual during this application process shall remain as the ceiling fee and cannot be increased upwards for any offered individual assignment(s). * Travel: For each assignment UNDP shall reimburse cost of travel from the place of domicile of the individual to the place of assignment (most direct economy fare). * The individual selected for the deployment will be contracted as an Individual Contractor to the UNDP. * The Contract and its terms and conditions are non-negotiable.   **Payment:**  Payment(s) shall be made following certification by the hiring UNDP Office that the services related to each deliverable, as specified in the contract, have been satisfactorily performed and the deliverables have been achieved by or before the due dates specified, if any. **Other information**   * This call for experts is not linked to other UNDP rosters or to a specific UNDP recruitment opportunity. * Due to the large number of applications we receive, we are only able to inform the successful candidates about the outcome or status of the selection process. * For any clarifications please write to:- rsca.icroster@undp.org |