

Position Title : **Consultant - Urban Community-Driven Development Specialist**

Duty Station : **Homebased**

Classification : **Consultant, Grade Other**

Type of Appointment : **Consultant, five months**

Estimated Start Date : **As soon as possible**

Closing Date : **03 May 2023**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Context:

Project Context and Scope

In line with existing commitments to advance the Humanitarian-Development-Peace Nexus, the International Organization for Migration (IOM) is dedicated to reinforcing internal coherence and strengthening the connections between our humanitarian, transition, recovery, and development portfolios. Our objective is to integrate various policy and programmatic areas across the organization, promoting a comprehensive, people-centered approach to combat structural drivers of vulnerability, resolve protracted displacement, and contribute to sustainable development.

The rapid global urbanization trend has placed cities at the epicenter of both development opportunities and challenges. IOM's institutional Strategy on Migration and Sustainable Development is committed to empowering decentralized levels of governance, aligning with SDG 11, which emphasizes inclusive and sustainable urbanization and the creation of participatory, integrated, and sustainable human settlements. The vital role of urbanization in shaping durable solutions for the future is also recognized in the Secretary-General's Action Agenda on Internal Displacement. The agenda commits the UN to advocate for increased focus on urban displacement and support local and city authorities in addressing the needs of urban IDPs and host communities.

IOM has an extensive track record of employing participatory approaches in urban areas. Recently, the organization has refined its approach to Community-Driven Development (CDD) and participatory methods through the publication of its Community-Based Planning (CBP) manual, in addition to other existing local governance tools and methodologies. However, the urban context presents unique challenges for implementing CDD projects, which have primarily been designed for rural settings. Considering the growing global number of migrants and IDPs residing in urban areas, there is a need to streamline the approach to urban CDD and enhance internal coherence.

Recognizing the relevance of urban CDD for various objectives, IOM plans to develop a comprehensive tool to streamline different approaches, addressing the unique challenges faced in urban settings. As a result, IOM seeks to engage a consultant to consolidate existing programmatic tools and effectively address the challenges of urban CDD. This will support the organization's efforts to enhance the impact of its interventions in urban contexts, promote sustainable development, and foster inclusive and resilient communities.

Organizational Department / Unit to which the Consultant is contributing:

The Consultant will work under the overall supervision of the, Director a.i. Department of Peace and Development Coordination and the direct joint supervision of the Sr. Programme Officer (Migration Governance & Sustainable Development), Sustainable Development Unit and Livelihoods and Resilience Officer (DS), Transition and Recovery Division.

Objectives

The primary objective of this consultancy is to develop a comprehensive approach for IOM's community-driven development in urban settings by consolidating existing IOM approaches to community engagement and local governance. This will involve examining the current use of participatory and CDD approaches in urban areas, identifying challenges, and providing recommendations and practical tools. The consultancy aims to achieve the following:

1. Review and consolidate existing programmatic tools, manuals, and other guidance materials to create a versatile toolkit for applying community-based approaches in diverse urban settings. This toolkit will include practical tools and recommendations for adjusting IOM's CBP approach, focusing on the roles of communities and local government authorities, beneficiary targeting, and community mobilization. The toolkit will be piloted in various urban settings, serving as a practical and adaptable tool for planning and management. It will guide the design of participatory urban programs and address multiple challenges faced by communities, including those related to disaster risk reduction (DRR), internal displacement, migration management, and local governance. The toolkit will encompass the diversity of IOM's interventions across the humanitarian, development, and peace pillars, offering practical tools and indicators for measuring the impact and sustainability of interventions.
2. Select, draft, and analyze case studies where the toolkit can be applied, providing key recommendations for each scenario. These case studies will serve as examples for the practical application of the toolkit, demonstrating its adaptability and effectiveness in addressing the unique challenges of urban community-driven development. The case studies will be carefully chosen to represent diverse urban settings and a range of challenges faced by communities. They will be used to pilot the toolkit's implementation, allowing for real-world testing and refinement of the tools and recommendations provided.

Methodology of the assignment

The consultant will propose a methodological approach that combines desk-based reviews, stakeholder discussions, focus group discussions, and other suitable methods to achieve the consultancy objectives. The approach will involve mapping and analysis of existing tools and programs, and case study analyses.

Consultations and small group discussions with an advisory group, including the IOM internal Local Actors Working Group and experts at HQ, Regional, and Country Offices, will be held in select locations. The consultant will also consult with country teams to assess their interest in participating in pilot projects.

Travel to selected locations may be included, depending on the budget. Focus group discussions with community members will be organized and facilitated when possible. The consultant will engage with community members, local authorities, and relevant stakeholders to gather insights on challenges, opportunities, and potential solutions related to community-driven development in urban settings, subject to budget availability.

Core Functions / Responsibilities:

Tangible and measurable output of the work assignment

1. Final methodology and mapping: A document outlining the final methodology for the consultancy and inclusive of initial findings from the desk-based review and stakeholder consultations on existing IOM and non-IOM guides, tools, and programs related to community engagement, local governance, and community-driven development in urban settings.

2. Toolkit for community-driven development in urban settings: A versatile and adaptable toolkit containing practical tools, recommendations, and indicators for applying community-based approaches in diverse urban settings. The toolkit will cover the roles of communities and local government authorities, beneficiary targeting, and community mobilization, as well as address multiple challenges faced by communities related to disaster risk reduction (DRR), internal displacement, migration management, and local governance.

3. Case study analysis: A selection of case studies representing diverse urban settings and challenges faced by communities. The analysis will include detailed descriptions, insights, and key recommendations for each scenario, demonstrating the practical application, adaptability, and effectiveness of the toolkit in addressing urban community-driven development challenges.

4. Final report and presentation: A comprehensive final report and presentation summarizing the methodology, findings, and outputs of the consultancy, including the developed toolkit and case study analysis. The report will also include recommendations for further refinement, implementation, and monitoring of the toolkit in various urban settings.

Performance indicators for evaluation of results

- Successful completion of tasks outlined in the Terms of Reference, demonstrating the consultant's ability to address and fulfill the objectives and requirements.
- Timely submission of deliverables as specified in the Terms of Reference, reflecting the consultant's efficiency, time management, and commitment to meeting deadlines.
- Adherence to IOM's established guidelines and principles, including the IOM House Style Manual (2018), IOM Brand Guidelines (2018), IOM Publications Layout Manual (2018), IOM Spelling List (2018), and IOM Data Protection Principles (2009). Compliance with these guidelines ensures consistency, quality, and professionalism in the deliverables produced during the consultancy.
- Overall satisfaction of IOM and relevant stakeholders with the quality, relevance, and usability of the outputs, indicating the effectiveness of the consultancy in addressing the identified challenges and objectives.

Required Qualifications and Experience:

Education

- Master's degree in Social Sciences, Community Development, International Development, Anthropology, Urban Planning, Public Policy, Public Engagement, Participatory Policymaking, Public Administration or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Extensive experience in social science or policy-oriented research, including development of methodologies, selection of appropriate tools and sampling, qualitative and quantitative data collection and analysis;
- Extensive experience with and familiarity of urban-related migration and displacement opportunities and challenges, particularly those facing both migrant communities as well as urban governments and local service providers;
- Experience in practical management of local/urban/community-based programmes and/or supporting local authorities in policy development processes that are inclusive of migrants,

displaced people and all community members in an effort to leave no one behind;

- Experience in working in the international development system in the context of migration and sustainable development required;
- Operational experience in community-based programming, public participation, citizen engagement/inclusion, participatory policy development, inclusive urban or public planning, or design thinking is a distinct advantage.

Skills

- Proven track record in conceptualizing and developing community-based tools and designing and delivering trainings for local authorities, utilizing interactive engagement tools and methodologies;
- In-depth understanding of and expertise in training and adult learning pedagogy and training of trainers (TOT) methodology (including virtually or hybrid);
- Strong knowledge of training design and evaluation;
- Strong knowledge of participatory, public engagement approaches to local and urban governance, including urban development, local policy development and urban planning;
- Knowledge of the full Microsoft Office suite, including PowerPoint (essential);
- Excellent interpersonal and communication skills, ability to elaborate and visualize new concepts and design ideas as a result of discussions;
- Attention to detail, excellent planning and organizational skills, ability to work independently and meet the deadlines;
- Excellent written and oral communication skills with multicultural and geographically diverse audiences.

Languages

IOM's official languages are English, French, and Spanish.

For this position, fluency in English and French or Spanish is required (oral and written). Fluency in other UN's official languages is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

Notes

The consultant must adhere to the International Organization for Migration (IOM) Data Protection Principles (IN/138) and maintain confidentiality.

The consultant will be responsible to follow IOM writing guidelines and latest glossaries in all given assignments for accurate translation.

¹ Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

Required Competencies:

Values - all IOM staff members must abide by and demonstrate these five values:

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **Integrity and transparency:** Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** Demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly

treated.

Core Competencies – behavioural indicators

- **Teamwork:** Develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** Produces and delivers quality results in a service-oriented and timely manner. Is action oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** Continuously seeks to learn, share knowledge and innovate.
- **Accountability:** Takes ownership for achieving the Organization's priorities and assumes responsibility for own actions and delegated work.
- **Communication:** Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

IOM's competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

Other:

- The appointment is subject to funding confirmation.
- Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.
- Vacancies close at 23:59 local time Geneva, Switzerland on the respective closing date. No late applications will be accepted.

How to apply:

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 03 May 2023 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

Posting period:

From 20.04.2023 to 03.05.2023

No Fees:

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

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