



TERMS OF REFERENCE

Consultancy: Youth Engagement Consultant

Consultancy reference number: CCD/24/C/61

Background

Desertification, along with climate change and the loss of biodiversity, were identified as the greatest challenges to sustainable development during the 1992 Rio Earth Summit.

Established in 1994, the United Nations Convention to Combat Desertification (UNCCD) is the sole legally binding international agreement linking environment and development to sustainable land management. The Convention seeks to support countries in addressing Desertification, Land Degradation, and Drought (DLDD). (www.unccd.int)

The G20 (or Group of Twenty) is the annual international forum for the governments of 19 industrialized countries and the European Union (EU). The G20 Leaders' Declaration, issued on Sunday, 22 November 2020, launched a "Global Initiative on Reducing Land Degradation and Enhancing Conservation of Terrestrial Habitats". Building on existing initiatives and on a voluntary basis, the G20 countries share the ambition to achieve a 50 percent reduction in the amount of degraded land by 2040.

The G20 Global Land Initiative is seeking a junior professional to support the Programme Management Officer on youth engagement activities, including being actively involved in supporting the YECO 2025 programme, as well as the successful planning and delivering of several events such as CoP16 and the START Summit 2024. The services of a research associate is needed for that purpose.

Objective of consultancy

1. G20 GLI youth engagement is successful in different areas.
2. G20 GLI has visible presence at the CoP16 of the UNCCD.
3. G20 GLI delivers an impactful engagement at the START Summit 2024.
4. Support the YECO Programme activities.
5. Support the due diligence and risk assessment of partnerships.

Duties and responsibilities

Event Support: COP16, START Summit:

- To facilitate the organization of meetings/ events including logistics, background documents and provide technical inputs as required.
- Assist with the organization G20 GLI COP16 engagements. Including the management of G20 GLI side events in pavilions, speaker management, attending and organising meetings, producing necessary preparatory documentation, drafting meeting minutes and speaking on events when required.
- Coordinate the G20 GLI engagements at the START Summit: speeches, pitch events, booth planning and preparation, workshops and other activities. Prepare communications plan and liaise with videographer on video products. Draft START Summit x Hack After Action Movie and Report.
- Speak on behalf of the G20 Global Initiative in meetings and side events based on agreed speaking notes.

YECO 2025 support:



- Identify and compile information and contact of key leader Business Support Organisations (BSOs): accelerator and incubator programmes around the world where the YECO Programme could expand.
- Identify and compile information and contact of national schemes supporting land restoration entrepreneurs and start ups in selected key countries.
- Identify suitable events LATAM, Africa, Asia and North America to promote YECO and engage various stakeholders on ecopreneurship and land restoration and conservation.
- To facilitate the establishment of long-term partnerships and collaborations with YECO stakeholders.

Additional tasks:

- Support with communications related work: preparation of communication strategies and delivery of comms products linked to the different events. Including flyers, reels and social media captions.
- Assist with partnership agreement due diligence processes.
- Any other tasks assigned by the Programme Management Officer or Director of the G20 GLI.

Deliverables

1. Monthly reports on the activities undertaken in the above areas.
2. Mission reports, meeting reports, photographs.
3. Comprehensive event plan for G20 GLI's participation at CoP16, including a schedule of engagements, detailed logistics.
4. START Summit:
 - a. Strategic engagement plan for the START Summit, including detail programme of activities.
 - b. Flyers and social media cards to promote the event.
 - c. START Summit After Action Movie.
 - d. START Summit After Action Report.
5. YECO:
 - a. Compiled list of key BSOs, including contact details and relevant information on accelerator and incubator programs.
 - b. Compiled list of national schemes supporting land restoration entrepreneurs in selected countries.
 - c. List of suitable events in LATAM, Africa, Asia, and North America for YECO promotion, including event details and opportunities for engagement.
6. Communications Support:
 - a. Flyers, social media captions, communication strategies.
7. Partnership Agreement Due Diligence:
 - a. Due diligence and risk assessment reports.

These outputs will help ensure that the G20 Global Land Initiative's objectives are met effectively and that all assigned tasks are completed to a high standard.

Contractual terms

The service of the selected consultant is estimated to be for 120 days in the period from 01 October 2024 until 31 March 2025. Payment is defined upon submission of time sheet. The consultancy is home based however if needed missions will be organized and paid separately by the organization. All products resulting from this contractual arrangement are the exclusive property of the UNCCD.



Requirements

- A Bachelors degree in international relations, political science, law, sustainable development, business administration, project management, communication, or a closely related field is required.
- Proficiency in research is required.
- Minimum of 1 year of experience, focusing on international affairs, liaising with different stakeholders and research projects are required.
- 1 year of previous experience in planning and organising events and conferences is required.
- Experience organizing meetings and preparing briefing notes and reports is required
- Experience in producing communications strategies and knowledge of video editing is required.
- Managing or working with social media, public relations campaigns, or marketing initiatives is desirable.
- Proven track record in analysing data, producing research reports, and presenting findings to diverse audiences is required.
- Experience working with governmental agencies, NGOs, international organizations, or private sector partners is desirable.
- An understanding of environmental challenges, land restoration and sustainable practices is desirable.
- Previous experience in working in or with international organizations or multi-country projects is desirable.
- An understanding of environmental challenges, land restoration and sustainable practices is desirable.
- Excellent written and oral communication skills are required.
- Data literacy, creativity, innovation, problem-solving, and organisation skills are required.
- Ability to analyse complex data, identify patterns, and draw evidence-based conclusions are required.
- Strong written and verbal communication abilities for drafting content, delivering presentations, and liaising with various stakeholders are required.
- Fluency in English language, both oral and written, is required.

Special notice

Only individuals who can act as independent, individual economical operators are qualified to apply. Individuals who can provide their services only on account of an institution or enterprise are not eligible under this procedure.

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations Secretariat and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultant and individual contractor is responsible for determining tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

Submission of application

The following documents should be sent to staffing@unccd.int as **one document**: UNCCD Personal History Form¹ /CV and cover letter, specifying the following in the email subject line: **CCD/24/C/61**.

The deadline for applications is **03 September 2024**. Only applications submitted by the deadline and with complete documentation will be taken into consideration.

¹UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/convention/opportunities/vacancies/guidelines>



Due to the volume of applications received, receipt of applications cannot be acknowledged individually. Please address your application as indicated above and please do not address or copy your application to an individual at the Secretariat or Global Mechanism. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance : 20 August 2024