

Ref: UN-HABITAT/VA/2020/006

Issued on: 8 September 2020

TERMS OF REFERENCE

Job Title	Senior Community Mobilizer
Location	Yangon
Duration	2 months (extendable)
Starting date	1 October 2020
Type of Contract	LICA (National)
No. of Position	6

UNITED NATIONS CORE VALUES
INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

1. BACKGROUND

The United Nations Human Settlements Programme, UN-Habitat, is the United Nations agency for human settlements and is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. UN-Habitat’s mandate is further derived from other internationally agreed upon development goals, including the Sustainable Development Goals (SDGs) approved by UN Member States in 2015. The New Urban Agenda approved at Quito in 2016 sets the standards for achieving SDG 11 which calls to “make cities and human settlements inclusive, safe, resilient and sustainable.”

UN-Habitat established a presence in Myanmar in the early 1990’s through 2004 during which time the agency pioneered introducing community-driven development through its flagship “People’s Process”, and established the first community-led projects in the Dry Zone, Shan State and the Delta.

UN-Habitat in Myanmar has attained a large number of notable achievements in Policy and Strategy formulation, Capacity Building Support and knowledge and technology transfer in several normative and operational activities focusing on the four thematic areas of i) Participatory urban planning, management and governance; ii) Improving human settlements and rebuilding communities; iii) Land administration and management and pro-poor housing; and iv) Environment, disaster risk reduction, resilience building and climate change. As part of normative activities, the agency is providing crucial technical assistance on issues related to the Habitat Agenda to its partners in Myanmar including the Ministry of Construction, Ministry of Social Welfare, Relief and Resettlement, Ministry of Natural Resources and Environmental Conservation, and of Agriculture, Livestock and Irrigation.

UN-Habitat, as a key urban player in Myanmar, has been implementing COVID-19 emergency response projects in informal settlements of Yangon. However, the needs are significantly more than what is being done. In order to continue providing the urgent support to prevent spread of the pandemic in informal settlements, the Enhancing Community Resilience to Combat COVID-19: Survey on Impact and Response to COVID-19 in Informal Settlements project will be implemented in seven townships of Yangon (Hlaing Thar Yar, Shwe Pyi Thar, Dagon Seikkan, Dala, Shwe Pyi Thar, North Okkalapa, Thanlyin, and Insein).

The project consists of two major components, Component A: Survey on the impact of and response to COVID-19 in urban areas in Myanmar; and Component B: COVID-19 Emergency Response. The project’s objectives are: to survey the impacts of COVID-19 on urban poor living in informal settlements in Yangon, to

identify medium to long-term approaches of assistance targeted at communities in informal settlements, to improve awareness about COVID-19 and prevention actions among urban poor communities living mostly in selected informal settlements, including school students, and to strength preparedness in informal settlements by disseminating accurate information, expanding access to WASH, providing critical cleaning supplies to schools, and supporting livelihood of community volunteers at risk of income loss.

In this context, UN-Habitat is looking for suitable **national candidates** for the position **Senior Community Mobilizer** to be based in Yangon.

2. DUTIES AND RESPONSIBILITIES

Within the framework of UN-Habitat's work programme, policies and procedures, the **Senior Community Mobilizer** will work under the direct supervision of Programme Coordinator, and over all guidance of Country Programme Manager. The Senior Community Mobilizer will be responsible for the following tasks:

- Assist the project team to coordinate with township authorities to identify and select informal settlements within seven project townships
- Coordinate with Community Development Committees (CDCs), CBOs and other community organizations in target townships to select community enumerators to conduct survey, and community volunteers to participate of the project of activities
- Coordinate with the target communities in determining mutually convenient time and venue to conduct training on survey to community enumerators (following all biosecurity measures regarding COVID-19)
- Assist the community enumerators and community to undertake the survey
- Assist the community volunteers during dissemination of IEC materials and messages to prevent COVID-19
- Assist the project team during support to schools/informal settlements with provision of handwashing stations and PPEs
- Facilitate project activities as required at the informal settlement level in accordance with project work plans and in ways consistent with the project strategies
- Assist with data gathering from survey and implementation of project activities monitoring and evaluation purposes
- Guide the community volunteers throughout the project implementation
- Represent the project at the community level: as such, s/he will serve as an important conduit for communication between the project and the target communities, and will provide on-going feedback, from the communities to the project to assist planning and problem solving
- Work closely with CDCs/CBOs and community volunteers to ensure project outcomes are achieved

QUALIFICATIONS AND EXPERIENCE

- Secondary level education
- Formal technical qualifications are not essential but practical experience and skills in community-driven projects (community mobilization) would be an advantage (at least two years of working experience)
- Preferably from the project townships, knowledge about informal settlements would be an advantage, women are highly encouraged to apply

- Essential attributes will be respect for the local communities and willingness and ability to work as part of dynamic project team

Competencies

- Excellent interpersonal and communication skills
- Good team spirit and respect for diversity

SUBMISSION OF APPLICATIONS

The application comprises a one-page cover letter explaining the applicant's interest and suitability for the post and a CV with a Passport Photograph, updated United Nations Personal History Form (P 11) and copy of certificates and eventually letters of recommendation.

Interested candidates (**Myanmar Nationals**) should submit their application in writing, clearly indicating on the sealed envelope the Post Title and Duty Station, to UN-Habitat, Office No. 8C, Saw Mahar Street (off Bogyo Museum Rd), Bahan Township, Yangon or by email with Subject: "Post Title and Duty Station" to: Email: recruitment@unhabitat.org.mm, Cc to: recruitment.unhabitat@gmail.com

Please note that applications received after the closing date **15 September 2020** will not be given consideration for this cycle but will be kept in the roster. Only shortlisted candidate whose application responds to the above criteria will be contacted for interview.

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

Please download P11 Form from:

http://www.fukuoka.unhabitat.org/vacancy/pdf/Personal_History_P11.doc