



## FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

### Terms of Reference for PSA.EDI \*

<b>Name:</b> To be selected	
<b>Job Title**:</b> TDR 006/2017 - Planning and Design Consultant (NSHR-PSA/Edit)	
<b>Division/Department:</b> FAO Representation in Brazil, Programme Unit	
<b>Programme/Project Number:</b> <i>To be informed</i>	
<b>Duty Station:</b> Brasília (DF), Brazil	
<b>Expected Start Date of Assignment:</b> August 07, 2017	<b>Duration:</b> December 31, 2017
<b>Reports to:</b> <b>Name:</b> Alan Bojanic	<b>Title:</b> FAOR in Brazil

\* Please note: If this TOR is for Consultant / PSA.SBS contract, the minimum relevant experience required **for the assignment** is as follows:  
1 year for a category C                            5 years for a category B                            12 years for a category A

\*\* Please enter a short title (max 25 chars) for this assignment.

#### GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

##### Background:

##### UNDAF

The United Nations Sustainable Development Partnership Framework 2017 – 2021, signed in 24 October 2016, is positioned at the strategic outcome level focusing on joint contribution of United Nations Specialized Agencies, Funds, Programmes and Entities in Brazil, based on their comparative advantage. The UNSDPF is aligned with the Multi-Year National Plan (2016–2019) and the Sustainable Development Goals (SDGs). It is the result of close consultations with the Government as well as key stakeholders at the national level. FAO Representation in Brazil, in close cooperation with the UNSDPF coordination, contributed to the identification of the main areas of action of the UN System in Brazil from 2017 to 2021, especially those linked with the SDGs and Brazilian Multi-Year National Plan.

##### 2030 Agenda

On 1 January 2016, the 17 Sustainable Development Goals (SDGs) of the 2030 Agenda for Sustainable Development — adopted by world leaders in September 2015 at an historic UN Summit — officially came into force. Over the next fifteen years, with these new Goals that universally apply to all, countries will mobilize efforts to end all forms of poverty, fight inequalities and tackle climate change, while ensuring that no one is left behind.

##### Objectives:

The consultant will support the work of FAO Brazil, which is already under way, in identifying the Organization's contribution to the 2030 Agenda for Sustainable Development in Brazil and its five result groups for the period 2017-2018. He/she will participate in all UNDAF groups in which FAO takes part. He/she will assist in the design of main priorities, results and outputs and of the suitable indicators to measure their progress, as well as indicative funds for the implementation of activities.

##### Tasks:

Under the overall supervision of FAO-R Brazil, and in close collaboration with FAORLC technical staff, UN system coordination and the Brazilian Government, the consultant will be responsible for the following tasks:

- a. Together with members of the FAO team, participate in the meetings of UN groups created in convergence with the Multi-Year National Plan, in special Result Groups 1 and 2;

- b. Identify UN joint activities to which FAO projects can contribute, estimating funds that will be allocated;
- c. Contribute to the elaboration of the annual report of the United Nations Results Groups;
- d. Together with members of the FAO team, participate in meetings and support the UN work group for 2030 agenda;
- e. Under the coordination of FAO Brazil's South-South Cooperation Specialist, participate in meetings and support the FAO Program Unit in the negotiation and elaboration of a draft and final version of a UTF project document with ENAP (National School of Public Administration), aimed at strengthening capacities of public managers (municipal, state and local) in monitoring the SDGs related to FAO mandate;
- f. Support the organization of meetings and other activities related to the elaboration of UTF project document for strengthening capacities of public managers;
- g. Support the organization of a workshop with UNCT to present an annual result report identifying the 2017 achievements related to the Result Group 2.
- h. Maintain monthly reports of activities carried out;

Perform other duties related to the 2030 agenda, as required.

#### **POST REQUIREMENTS:**

- University Degree and courses in areas related to the work of the Organization
- knowledge of UN and FAO work
- Ten years of experience in project elaboration and / or evaluation and monitoring
- Working knowledge of Portuguese and either English
- Frequent contacts inside and outside the Organization and ONU

#### **KEY PERFORMANCE INDICATORS**

Expected Outputs:	Required Completion Date:
Output 1: Documents related to the Results Groups joint work plans – Payment corresponding to 20% of the contract;	
Output 2:FAO subsidies for the annual Results Group report 2017 and FAO subsidies for the annual UN report - Payment corresponding to 20% of the contract;	
Output 3: FAO subsidies for the UNDAF 2012-2016 evaluation - Payment corresponding to 20% of the contract;	
Output 4: Minutes of meetings held with partners for elaboration of the draft and final versions of a project document strengthening capacities of public managers - Payment corresponding to 20% of the contract;	
Output 5: Subsidies for FAO elaboration of the draft and final versions of a project document strengthening capacities of public managers - Payment corresponding to 20% of the contract.	
TOTAL: 100% of the Contract	