**Externally funded internship/FELLOWSHIP**

**TERMS oF reference**

**I. Identification of the post**

Title: Urban Planning and Resilience Intern

Sector of assignment: Urban risk management, risk-informed urban development, resilience

Organizational unit: Disaster Risk Reduction and Recovery for Building Resilience Team (DRT)

Country and Duty Station: Switzerland, Geneva and/or Home-based

Expected duration: 6-9 months.

Expected starting date:

Supervisor’s name: Ronald Jackson – [Ronald.jackson@undp.org](mailto:Ronald.jackson@undp.org)

Supervisor’s title: Head, DRT

**II. CORPORATE BACKGROUND:**

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN’s development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals.

UNDP works in about 170 countries and territories, helping to achieve the eradication of poverty, reduction of inequalities and building resilience to crises, shocks and disaster/climate risks in an effort to safeguard development. UNDP helps countries to develop policies, leadership skills, partnering abilities, institutional capabilities and access cutting edge technical and advisory support in the pursuit of their sustainable development objectives. UNDP’s policy work is carried out at HQ, Regional and Country Office levels, and forms a contiguous spectrum of deep local knowledge that contextualizes global perspectives and advocacy.

Recognizing the imperatives brought about by rapidly evolving development and risk management landscape, UNDP’s Global Policy Network (GPN) works across knowledge domains and thematic areas to support countries and communities identify context specific development interventions, in support of the signature solutions and outcomes envisioned in the UNDP Strategic Plan (2022-2025). The GPN also aims to provide rapid and integrated support to UNDP country offices, combining policy advice, technical expertise, financial resources, agile tools and procedures, and partnerships.

**III. RECEIVING OFFICE BACKGROUND:**

Within the GPN, the Crisis Bureau (CB) guides UNDP’s corporate crisis-related strategies and vision for risk reduction, crisis prevention, response and recovery and the Disaster Risk Reduction and Recovery for Building Resilience Team (DRT) supports the implementation of the Sendai Framework for DRR (2015-2030) by providing integrated policy and programme support on disaster risk reduction and recovery in the context of UNDP’s broader approach to resilience building. It fosters mainstreaming of disaster/climate risk reduction as a key element to deliver sustainable development at the national, sub-national and sectoral level with a focus on integrated approaches and the mainstreaming of risk considerations across other strands of the 2030 Agenda.

One of the key focus areas under DRT’s strategy and its technical, policy and programmatic support to countries relates to urban risk management and resilience. Given the rapidly urbanizing world, concentration of socio-economic development assets and increasing evidence of accumulation of disaster and climate risks in urban areas, the primacy of addressing/reducing urban risks and fostering resilience has become a sine qua non for achieving the objectives of the 2030 Agenda including the SDGs, the New Urban Agenda, Paris Agreement and the Sendai Framework for DRR.

Over the past decade, UNDP has implemented several urban risk management and resilience building projects at global, regional, national and city level to support local and municipal authorities on different facets of urban risk management and resilience. Recognizing the convergence of thematic workstreams like climate adaptation and mitigation, sustainable development, inclusive growth, local governance, poverty eradication, migration, crisis prevention, fragility and disaster/climate risk reduction etc. in urban contexts, the need to advance an integrated approach addressing different dimensions of resilience and all typologies of risks in a comprehensive manner has been strongly felt. As a key milestone in the process, DRT conducted an analysis of the policy and programmatic work on urban risks and resilience over the past decade identifying existing demands and emerging needs in *‘A Decade of Urban Resilience: An Analytical* Review’, which informed the development of the *‘Urban Risk Management and Resilience Strategy’* to advance policy, programmatic and technical action at national and sub-national level.

**III. DUTIES:**

The need to strengthen UNDP’s urban risk management and resilience thematic area and to augment partnerships with key actors and stakeholders to implement global, regional, national and city-level urban resilience programs has gained urgency. One of the key areas inviting greater focus from city counterparts and offering significant potential to contribute towards advancing urban risk management and resilience related programmatic work pertains to **supporting effective and risk-informed urban development planning processes at city/municipal level.**

The Intern/Fellow will assist in the following duties and responsibilities:

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| **No** | **Duties and responsibilities** | **% of time** |
| 1 | **Review national and city-level urban development and risk management plans and/or strategies and identify potential entry points for greater complementarity between the two --**   * Review existing national and city-level urban development and disaster/climate risk management plans/strategies/frameworks * Analyse national and city budgetary allocation and conduct a public expenditure and institutional review * Identify potential entry points to foster greater synergy between national laws, policies, budgets with city-level application. * Develop an approach paper to guide efforts towards greater connect between the two | **30%** |
| 2 | **Support risk-informed urban development planning and implementation at city-level including in identified priority sectors like water, health, disaster/climate risk management.**   * Work with DRT Regional Teams (preferably RBEC) to develop methodology or approach or entry points to integrate DRR/CCA into urban development plans * Support cities identified under Global Program(s) to risk-inform urban development plans * Support water sector to integrate risk considerations into its sectoral plan. | **40%** |
| 3 | **Research and documentation for advocacy and information sharing at global and regional forums**   * Support documentation of good practices and success stories * Support advocacy and information sharing activities for key global forums like the World Urban Forum, COPs and regional meetings on urban resilience, DRR etc. * Other knowledge management activities like webinars as relevant and needed. | **30%** |

**IV. REQUIREMENTS AND QUALIFICATIONS**

**Education:**

Candidates must meet one of the following educational requirements:

* currently in the final year of a Bachelor’s degree; or
* currently enrolled in a postgraduate programme (such as a Master’s programme or higher); or
* have graduated no longer than 1 year ago from a university degree or equivalent studies.

Field of study: **Bachelor’s or Master’s degree** or equivalent in a discipline relevant to the Fellowship or Internship such as urban planning, architecture, climate change, disaster risk reduction, or sustainability related initiatives.

**IT skills:**

* Knowledge and a proficient user of Microsoft Office productivity tools.
* Urban planning related software

**Language skills:**

* Fluency in written and spoken English language is required.
* Knowledge of other UN languages such as French, Spanish etc. is an advantage.

**Other competencies and attitude:**

* Interest and motivation in working in an international organization;
* Good analytical skills in gathering and consolidating data and research for practical implementation;
* Outgoing and initiative-taking person with a goal-oriented mind-set;
* Communicates effectively when working in teams and independently;
* Good in organizing and structuring various tasks and responsibilities;
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Responds positively to feedback and differing points of view;
* Consistently approaches work with energy and a positive, constructive attitude.