

## Consultant for Engaging Private Sector in Biodiversity Programs

### 1. General Information

Post Title:	Consultant, Engaging private sector in the implementation of CBD program of work
Unit:	UNEP-SCBD (Division of Implementation and Technical Support)
Location:	Montreal, Canada ( <i>other nearby locations considered based on conditions</i> )
Duration:	Six months starting August 2009

### 2. Background information on requesting Unit

The United Nations Environment Programme (UNEP) is the designated entity of the United Nations system for addressing environmental issues at the global and regional level. Its mandate is to coordinate the development of environmental policy consensus by keeping the global environment under review and bringing emerging issues to the attention of governments and the international community for action.

The Convention on Biological Diversity (CBD) is an international environmental treaty to promote the conservation of biodiversity, the sustainable use of the components of biodiversity and the equitable sharing of the benefits arising out of the utilization of genetic resources. One of the most broadly subscribed international environmental treaties, it currently has 191 Parties—190 States and the European Community.

Adopted at the 1992 Rio Earth Summit where it was signed by 150 government leaders, the CBD is an instrument promoting sustainable development. Conceived to translate the principles of Agenda 21 into reality, the CBD recognizes that biological diversity is about more than plants, animals and micro-organisms and their ecosystems – it is about people and our need for food security, medicines, fresh air and water, shelter, and a clean and healthy environment in which to live.

The Conference of the Parties to the CBD is serviced by a Secretariat provided by UNEP. Further information on the Convention and the Secretariat of the CBD are available at the CBD website, [www.cbd.int](http://www.cbd.int)

The CBD Secretariat's Division for Implementation and Technical Support is structured to support Parties to enhance implementation of the Convention, working in cooperation with other SCBD units and partners. The Division is responsible for communications and outreach and supporting Parties in implementation of Article 13 of the Convention and the Convention's Programme of Work on Communication, Education and Public Awareness (CEPA).

### ***3. Output expectations***

#### *Duties and Responsibilities*

Under the overall direction of the Principal Officer, ITS, the Consultant will strengthen business and biodiversity capacity within the Secretariat by performing the following duties:

1. Prepare background papers, organizing presenters, facilitating side-events, taking charge of logistics and communicating with participants for the CBD business and biodiversity conference to be held in Jakarta, Indonesia, November 2009;
2. Finalize the CBD Global Guide on the Convention for business and make arrangements with partner organizations to host four-five regional and national guides;
3. Organize and edit four issues of the business and biodiversity newsletter, including printing, dissemination and evaluation;
4. Prepare a information document on "Engagement of the private sector in support of the implementation of the Convention" as an input to COP10;
5. Put together the agenda and program for business events at COP10, including communicating with Parties, private sector companies and civil society;

### **4. Qualifications and experience**

#### Qualifications

*Level and field of study at university or equivalent training; and the degree of specialization required:* Advanced university degree (Master's degree or equivalent) in environmental science, natural resources, environmental economics or management. A first level university degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

#### Working experience

*Length and type of practical experience at the national and/or international level:* At least five years of working experience at the national level, or three years at the international level, in sustainable development and implementation of environmental related programmes, projects and activities is required. Experience in the organization and management of global events, meetings or conferences and working with the private sector is an asset.

## **Skills**

### *Language*

English and French are the working languages of the United Nations Secretariat. Fluency in English is essential. A good command of French and/or working knowledge of other United Nations languages are advantageous.

### *Other Skills*

Excellent computer skills (including Microsoft office, email, and internet - proficiency with computer applications, including relevant software applications, especially contact databases, presentations, word processing and spreadsheet), good drafting/writing skills, and the ability to establish and maintain effective working relations within multicultural working environment are required. Experience working in the private sector is an asset.

## **5. Competencies**

**Professionalism:** Knowledge of the UN system and its mission; good understanding of a broad range of thematic areas covered by Biodiversity related MEAs and knowledge of policies, processes and procedures related to programme development and management. Proven ability to assist in organizing international meetings; plan and organize work; work effectively under stress and to prioritize and juggle multiple tasks within tight deadlines. Commitment to continuous learning: Willingness to keep abreast of new developments and possibilities regarding programmes and projects at national and international levels.

**Communication:** Good communication (spoken and written) skills, including the ability to draft meeting papers, programme/project proposals, policy documents and other communications to various counterparts and to articulate ideas in a clear and concise manner.

**Teamwork:** Good interpersonal skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi ethnic environment with sensitivity and respect for diversity of gender in organizational and management of meetings and programme/project development and/or implementation.

### **Duration and timeframe for delivery of services**

The consultant will complete the work within six months starting from August 2009 until January 2010.

### **Request for proposals**

Interested candidates are requested to submit an expression of interest, by 18 July 2009 stating their relevant experience and capacity to undertake the task. *Curriculum vitae* of the person(s) who will carry out the work should be attached.

### **Selection criteria**

The consultant will be selected based on the relevant experience and demonstrated capability.

**All submissions should be made electronically to [secretariat@cbd.int](mailto:secretariat@cbd.int)**