



TERMS OF REFERENCE

Data Management Consultant

Consultancy reference number: CCD/23/C/32

Background

The objective of the United Nations Convention to Combat Desertification (UNCCD) is to combat desertification and land degradation, and to mitigate the effects of drought (DLDD) in affected countries around the world, particularly in Africa, through effective action at all levels. Established in 1994, the UNCCD is the sole legally binding international agreement linking environment and development to sustainable land management.

The Global Mechanism (GM) is an institution of the UNCCD, mandated to assist countries in the mobilization of financial resources from the public and private sector for activities that prevent, control or reverse desertification, land degradation and drought.

The Global Mechanism is currently steering several activities related to the Green Great Wall Initiative, notably a project entitled “Strengthening Coordination and Implementation of the Great Green Wall Initiative”, funded by ADA, the Austrian Development Agency.

The Great Green Wall (GGW) was launched in 2007 under the leadership of the African Union and Pan-African Agency of the GGW. It aims to restore Africa’s degraded landscapes and transform millions of lives in one of the world’s poorest regions, the Sahel.

In recent years, the GGW vision has evolved into an integrated ecosystem management approach, striving for a mosaic of different land use and production systems. Hence the GGW should be understood as a strategic comprehensive national and regional development plan focusing not only on environmental protection but also combining economic and social dimensions and ensuring synergies among the various existing policies and programs that contribute to its strategy and goals.

The GGW Accelerator, hosted within the UNCCD’s Global Mechanism, coordinates efforts from GGW stakeholders for a common approach, using a Harmonized Results Management Framework (HRMF) and innovative tools to achieve the initiative’s 2030 targets. The accelerator is working with the PAGGW to establish the metrics of the HRMF and ensure all countries are using the relevant indicators for monitoring and evaluation. Within the Global Mechanism of UNCCD, the accelerator is developing and deploying a web platform to better coordinate the member states and stakeholders to ensure the pledged funds are transformed into hectares of replanted trees, restored lands, and positive impacts on the livelihoods of host communities.

Objective of consultancy

This Consultancy seeks to support the development of the Great Green Wall Accelerator Multipurpose Platform (GGWAMP), through data and database management, which will facilitate data use by a community of early adopters among the GGW community with the leadership of the PAGGW.

Duties and Responsibilities

Under the supervision of the assigned Programme Officer in the Global Mechanism, the consultant will support organizing the data, analysis of data, and information on Great Green Wall projects through a reporting mechanism supported by the consultant and the Platform Construction Team. The consultant’s tasks will include but are not limited to:



- Work with the GGW stakeholders (PAGGW, National GGW Agencies, and Partners) to identify, collect, analyse, and leverage information and data use cases for GGWAMP;
- Support the launch of a streamlined data collection mechanism covering regional and national needs;
- Liaise with the GGWAMP consultants to prioritize data and information needs per the approved work plan;
- Collect, Analyse, Clean, Sort, and Present data for the purpose of the platform under construction;
- Conduct Quality Assurance (QA) on the reported data to identify outliers that would produce erroneous statistics, and rectify such errors with justification;
- Submit drafts of the data visualization graphics to the GM for review and approval and implement changes as requested;
- Infer trends and drawing key messages from the data analysis;
- Support the Program Officer and the Platform Construction Partner in drafting the narrative text for the Project and Donor Reporting;
- Participate in the development and implementation of improved database systems and technologies;
- Review existing database systems and provide recommendations for improvement.
- Develop and implement database systems for the GGW's operational and reporting requirements;
- Maintain and monitor GGW's database systems to ensure they are secure, reliable, and efficient.
- Provide technical support to GGW Regional and National staff on the use of database systems and data management best practices;
- Develop and maintain documentation for all database systems and processes.
- Provide training and capacity building to UNCCD staff on database management and administration (e.g: SQL).

Deliverables

A summary of the final expected output from the Consultant/Individual Contractor;

- An inception report detailing the selected methodology for the Collection, Analysis, Cleaning, Sorting, and Presentation of GGW Project datasets at the regional, national, and technical levels.
- Complete project databases and data sets for each country, featuring clean indicator and financial data, ready to upload in the Great Green Wall Multipurpose Platform.
- Complete project databases and data sets for each regional hierarchy level, featuring clean indicator and financial data, ready to upload in the Great Green Wall Multipurpose Platform.
- Complete project databases and data sets for each technical and financial partner, featuring clean indicator and financial data, ready to upload in the Great Green Wall Multipurpose Platform.
- A comprehensive final consultancy report summarizing the Data management processes implemented for the final result entered into the Platform.

Contractual terms

The service of the selected consultant is estimated for the period of 09 months, part time within period of 01 July 2023 and to be concluded by 31 March 2024). This contract is based on deliverables and payment is defined by output. The consultancy is home based.

All products resulting from this contractual arrangement are the exclusive property of the UNCCD.



Requirements

- Advanced university degree (Master's degree or equivalent) in data science, computer science, information management, statistics or a related field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree ;
- A minimum of five years of progressively responsible experience in, data analysis, mapping, data visualization, project management or related area is required;
- Experience in data science, data analytics, applied mathematics, information management, monitoring and evaluation or related area is required;
- Experience of data Science tools such as Jupyter, Matlab, Knime, SPSS, SAS, or similar Statistical Programming Languages such as R, Python, Javascript or related is desirable;
- Experience in scripting in order to automate processes that support this analysis;
- Familiarity or basic understanding of the UNCCD reporting process;
- Proven experience translating user requirements into data queries and working closely with IT developers and database programmers;
- Communicating technical concepts and data-related issues to non-technical audiences especially through written outputs such as synthesis reports;
- Experience in Monitoring and Evaluation
- Experience in the drafting of UN official documents desirable

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 not in their individual capacity 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/23/C/32**.

The deadline for applications is **01 June 2023**. Only applications submitted by the deadline and with complete documentation will be taken into consideration.

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. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance: 18 May 2023

¹ UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/about-us/secretariat/vacancies/applying-unccd>