POSTING TITLE: Consultant, Observatory – Latin America and the Caribbean

LOCATION: Remote (Regional Hub, Panamá)

LENGTH OF CONTRACT: 13 Months (June 2022 - June 2023)

POSTING DEADLINE: May, 23th 2022

Overview
It is a priority within the United Nations Global Compact Strategy 2021-2023 to strengthen existing Local Networks which are at varying levels of maturity with a view to rendering all Networks capable of securing participant growth and delivering on impactful programming.

One of the several means to this end is the deployment of Shared Network Services (SNS) at the regional level, under the administration of the Regional Manager through the Regional Hub.

In Latin America and the Caribbean region, a budget was approved to be spent in the SNS for 2022. Dialogues were established across the fourteen existing Local Networks during the last quarter of 2021. These conversations led to the definition of five projects of interest, supported by all Local Networks.

Of the 5 proposals that arose from the discussions, it was decided upon to create a regional observatory dedicated to the motorization and knowledge management on sustainability of companies in LAC.

Specifically, the Observatory is to deal with 4 principal activities:

1. The monitoring and gathering of information of businesses within the region
2. The creation of multinational peer to peer groups that work to facilitate the exchange of knowledge and responsible business practices
3. The compilation of good business practices on sustainability
4. Providing a space for the generation of conversation with other sectors, through forums and other multi-actor gatherings.

Additionally, it is to be charged with the provision of:

- A repository of documentation that is considered of high value for the private sector in the region.
- A repository of key actors in the region.

POSITION SUMMARY

The consultant is expected to have professional experience regarding sustainability (particularly of the UN Sustainable Development Goals and the Global Compact Principals) along with a track record in the private sector. Working experience in one of the Local Networks within the LAC regions is preferred.

The professional should also have experience in data analysis and content creation for digital platforms.

Working language fluency in Portuguese, Spanish and English is required (written and spoken).
The consultant is to work closely with the Global Compact Local Networks in the region, under the supervision of the Regional Manager. The consultancy is expected to last up to 13 months, with the completion and delivery of the materials outlined below.

DUTIES AND RESPONSIBILITIES

- Work with the local networks to agree on the basis for the scope of the observatory.
- Analyze the possibility that some countries can include additional questions to the form.
- Analyze, alongside the networks, what existing resources in the region (at the content and platform levels) can be useful for the development of the Observatory.
- Provide support to those in charge of the funding for the project.
- Establish the operating guidelines of peer-to-peer groups (both sectoral and thematic).
- Work with the local networks to determine and schedule topics of priority importance for the peer-to-peer groups.
- Coordinate, with Accelerator consultants, the implementation of peer-to-peer groups that arise from the programs.
- Coordinate with the Global Office to establish a link between regional and global peer-to-peer groups.
- Launch the first peer-to-peer group within the framework of the Bogotá Human Rights Forum.
- Identify alongside the local networks the structure and operations of good business practices.
- Support networks in the survey and design of best practices.
- Define and formulate the platform of the Observatory.
- Develop the work plan for June 2023-June 2024: identifying necessary resources, responsibilities, schedule activities, etc.
- Analyze and generate the multisector partnerships that connect the Observatory with key actors in the region; foster multisector conversations.
- Establish a map of key actors in the region and of potential allies of members in the network.
- Select materials of interest for the publication on the platform.
- At the end of the consultancy, the platform should be ready and active.

*Note: The consultant is to attend a conference in July in Bogota for the duration of 3 days, of which the expected costs are to be covered with the budget agreed.

EXPECTED DELIVERABLES

- Defined methods for the development of monitoring operations.
- Structure of the observatory’s working groups.
- Peer to peer on Human Rights structure.
- Observatory funding strategy.
- Guidelines for good business practices.
- Platform structure and content.
- Alliance structure and proposals.
- Virtual platform for the Observatory online.

COMPETENCIES

- Excellent oral and written communication, interpersonal and collaborative skills.
o Ability to develop written materials for diverse audiences.
o Ability to interact with a broad set of businesses, presenting both virtually and in person
o Ability to effectively communicate with a highly multicultural network

● **Proven delivery of results:**
o Delivers clear results to goals defined within strategies. Identifies priority activities and assignments, allocates appropriate time and resources, tracks progress and adjusts priorities as required.
o Foresees issues and allows for contingencies when planning. Monitors and adjusts plans and actions as necessary

● **Strong project management, multitasking, and decision-making skills**
o Self-starter. Solid organizational skills including attention to detail. Results-oriented attitude.
o Ability to manage multiple tasks and priorities in a changing environment.
o Proven critical thinking, decision-making skills, and problem-solving skills.
o Content management and analytical skills.

● **Works in diverse teams and across geographies:**
o Works collaboratively with colleagues in different teams to achieve organizational goals.
o Solicits input by genuinely valuing others’ ideas and expertise; is willing to learn from others.

**CORE VALUES**

● **Integrity:** Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.

● **Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines, and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges, and remains calm in stressful situations.

● **Respect for Diversity:** Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

**RECRUITMENT PROCESS**

● Kindly apply by **May, 23th 2022**
● Please include the following materials in your email submission to perezg@unglobalcompact.org with the subject heading: Observatory Consultant SNS Lac
  o Cover Letter
  o Resume/CV
● A competitive interview process will be conducted throughout May
● Expected start date: June 2022.