POSITION SUMMARY

The UN Global Compact is the world’s largest sustainability initiative with over 15,000 participating companies in 163 countries and 68 Local Networks around the world. It enables and supports companies across all sectors, geographies and sizes in their efforts to help meet the Sustainable Development Goals. Today, 75% of the companies that participate in the UN Global Compact have implemented activities to advance the SDGs.

The strategic ambition of the Global Compact is to accelerate and scale the global collective impact of business by upholding the Ten Principles and delivering the SDGs through accountable companies and ecosystems that enable change.

The United Nations Global Compact Office is supported by the Foundation for the Global Compact, a U.S.-based non-profit that exists solely to provide vital financial, operational and programmatic assistance to the work of the UN Global Compact.

The Foundation for the Global Compact is seeking a Consultant, under a secondment basis, to support the implementation of the new SME & Sustainable Supply Chains Programme.

A company’s entire supply chain can make a significant impact in promoting human rights, fair labor practices, environmental progress, and anti-corruption policies. However, UN Global Compact participants rank supply chain practices as the biggest challenge to improving their sustainability performance. Extending the UN Global Compact’s Ten Principles into the supply chain can be difficult because of the scale and complexity of many supply chains. The key challenges include pressing operational priorities, a small resource base (technical, human capital, financial), an under-developed regulatory agenda on sustainability and a knowledge gap at the enterprise level.

For these and other reasons, the UN Global Compact is scaling up its efforts to better support SMEs and foster sustainable supply chains.

DUTIES AND RESPONSIBILITIES

Under the direct supervision of the UN Global Compact Senior Manager for Sustainable Supply Chains/SMEs, the Consultant will be responsible for supporting:

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Job Opening | Consultant, Sustainable Supply Chain

**Strategic Planning and Operations**

- Support the design of practical initiatives to help UNGC participants drive sustainability across their supply chains. This includes technical papers, publications, convening platforms, toolkits, etc.
- Provide technical support to build guidance for companies in embedding relevant sustainability criteria into supplier and vendor selection processes, and drive the development and advancement of key tools needed to scale programs.
- Support the preparation of technical material, development, and overall coordination of key elements of the Sustainable Supplier Impact Project, including e-courses, peer-learning meetings, technical webinars co-delivered with partners, and in-country activities.

**Project Management & Coordination**

- Work closely with UNGC cross-functional teams, UNGC participant companies and suppliers, and stakeholders to drive initiatives aimed at reducing environmental impact, enhancing social responsibility, and improving overall supply chain sustainability performance.
- Help streamline Country Network and UNGC annual planning goals and processes related to the Sustainable Supplier Impact Project, ensuring key strategic planning milestones are aligned.
- Coordinate the delivery of online and face-to-face activities with Country Networks and Regional Hubs colleagues. Liaise with technical experts and UNGC operations teams to improve or adapt content and delivery methods. Organize capacity-building activities and public-private dialogues in line with the project's results chain.
- Facilitate a cross-functional alliance to strengthen performance across supply chain sustainability, primarily engaging with Procurement Officers of UNGC’s network of companies on a supplier engagement program for human and environmental due diligence, and develop communication, training materials, and practical implementation tools for internal teams and suppliers.

**Monitoring & Evaluation**

- Support the development of the M&E implementation plan for the project, including the project timeline, data collection processes, workshops, and training.
- Review year-to-date and project performance, offering analytical commentary to enhance business and project practices.

**RESULTS EXPECTED**

Overall, the Consultant will effectively support the execution of the Sustainable Supply Chains & SMEs programme, a key element of the overall UNGC’s strategy.

**Deliverables/timelines**

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<th>Deadline</th>
<th>Nb. of workdays</th>
<th>Outputs</th>
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| 30 September   | 15 days         | • Output 1: Delivery of three workshops and guidance support for country networks interested in understanding, socializing, and promoting SSIP with large and impactful companies.  
• Output 2: Support interested country networks in consulting with respective large and impactful firms to engage stakeholders in rolling out the Sustainable Supplier Impact Project (SSIP). |
| 15 October     | 11 days         | • Output 3. Secure confirmation of three country networks and respective large/impactful companies to rollout Sustainable Supplier Impact Project (SSIP).  
• Output 4. Fundraising prospects are engaged in collaboration with Fundraising team’s guidelines. |
| 1 November     | 14 days         | • Output 5. Three SSIP proposals based on identified needs and challenges for large/impactful companies is submitted for review and validation by all stakeholders. |
| 15 November    | 10 days         | • Output 6. Support the organization of a Roundtable/consultation for Sustainable Procurement.                                                                                                                                                                     |
| 2 December     | 10 days         | • Output 7. Delivery of toolkit for Masterclass #1 on Supplier Incentives for Sustainability.                                                                                                                                                                    |
| 23 December    | 10 days         | • Output 8. Delivery of toolkit for Masterclass #2 on Supplier Diversity and Inclusion.                                                                                                                                                                        |

**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.

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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.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

- Education: An advanced university degree (Master's degree or equivalent degree) in business/public administration, supply chain management, international relations/development or a related field is required.
- Work Experience: At least 5 years of relevant experience in sustainability, supply chain/sustainable sourcing and/or ESG implementation.
- Familiarity with due diligence and corporate sustainability regulatory reporting requirements and supply chain certifications.
- Knowledge of IT/software systems and solutions facilitating traceability and due diligence is a plus.
- Business acumen and a passion for human rights and environmental stewardship.
- Ability to create a well-defined project plan, capturing business requirements and project scope, while sequencing activities and resources.
- Track record of successfully managing projects to completion including managing cross functional stakeholders/teams, business requirements gathering (e.g., identifying and mapping business needs to application capabilities), building, testing and implementing solutions.
- Strong critical thinking and business curiosity, including advanced analytical and problem-solving skills, strong ability to work with complex and detailed data to drive insights and decisions.
- Experience working on issues related to corporate sustainability, UN-business collaboration and/or development work is desirable.
- Excellent written and verbal communication. Demonstrated ability to prepare executive-level written and oral reports and presentations.
- Strong teamwork skills and demonstrated capability for cross-functional collaboration.
- Proficient in Microsoft Office (PowerPoint, Excel, Word, Outlook), Google Suite, Slack, Salesforce. Prior experience working with digital M&E platforms is desirable.
- Languages: Proficiency in English is essential (full command on both spoken and written). Knowledge of other UN official languages, especially Spanish, would be desirable.

RECRUITMENT PROCESS

- Please include the following materials in your email submission to UNGC1@unglobalcompact.org with the subject heading “Consultant, Sustainable and Inclusive Supply Chain”
Applications will be accepted until **16 August 2024**

- Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.

**Applicants must be authorized to work in United States. The Foundation for the Global Compact does not sponsor work visas.**