UNODC
United Nations Office on Drugs and Crime

Regional Office for Southeast Asia and the Pacific

TERMS OF REFERENCE

Post Title	**Regional Research Consultant**
Agency:	**United Nations Office on Drugs and Crime (UNODC) Regional Office for Southeast Asia and the Pacific**
Country of Assignment	**Bangkok, Thailand. Travel to countries in Southeast Asia region may be required**
Duration	**A maximum of one hundred and ninety (190) work days in ten (10) calendar months**

1) GENERAL BACKGROUND

The mission of the United Nations Office on Drugs and Crime (UNODC) is to contribute to the achievement of security and justice for all by making the world safer from crime, drugs and terrorism.

The UNODC Regional Office for Southeast Asia and the Pacific (ROSEAP) is seeking a qualified contractor to provide technical expertise in the area of regional programme research.

2) OBJECTIVES OF THE ASSIGNMENT

Under the overall supervision of the ROSEAP Regional Representative and working with the ROSEAP Team, the contractor will assist the UNODC ROSEAP in the below areas under scope of work.

3) SCOPE OF WORK

The contractor will undertake the following substantive duties and responsibilities:

- Preparation of substantive contributions related to UNODC mandates to UN Development Assistance Frameworks (UNDAFS) under development in Southeast Asia and the Pacific (Output 1).

- Baseline research and analysis related to a) transnational organised crime and illicit trafficking, b) anti-corruption c) counter-terrorism, d) criminal justice and e) alternative

development (Output 2).

- Development of strategic communication plan and training package for ROSEAP and UNODC Country Offices in Southeast Asia to ensure positioning of UNODC strategies vis-à-vis external and UN partners (Output 3).

- Expand and update technical assistance mapping of partners and assistance providers working in areas related to UNODC mandates and the Southeast Asia Regional Programme 2014-2017 (Output 4).

- Liaise with technical assistance providers, ASEAN Secretariat staff, other key regional organisations and bodies, as well as government counterparts on the implementation of the Regional Programme 2014-2017 (Output 5).

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

A maximum of one hundred and ninety (190) work days from 5 January 2015 – 30 October 2015.

Duty station is Bangkok, Thailand with travel to the region as required.

Note: It is understood that the consultant would not hold UNODC responsible for any unforeseen or untoward incident during the duration of the consultancy. It is recommended that the consultant secure his/her own insurance coverage during the conduct of the consultancy.

5) FINAL PRODUCTS

Expected Deliverables:

Five outputs as stated under section 3: Scope of Work.

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The consultant shall work under the overall supervision of ROSEAP Regional Representative.

Indicators to evaluate the incumbent's performance are:

- Quality of the documents produced;
- Technical competence;
- Timeliness of delivery.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

- A post-graduate degree in political science, law, criminology, social science (international relations, management, public administration, etc.) or in a subject closely related/relevant to programme development/management.
- Substantial (at least 3 years) professional accumulated experience in programme development, management or research and analysis, including some with international organisations.
- Professional experience working in one or more of the field of UNODC mandates (Transnational Organised Crime, Counter-Terrorism, Criminal Justice, Drugs and Health, Sustainable livelihoods) or other human security issues.
- Past experience in dealing with media is preferred.
- Working experience in Asia and the Pacific.
- Proven high-level verbal communication and drafting skills in English.
- Proven inter-personal and team player competencies.

8) HOW TO APPLy

Interested applicants should submit the following documents:

(a) Letter of interest - not exceeding one page - clearly stating suitability for the position **with:**

- Proposed daily consultancy fee

(b) UN Personal History Form (can be downloaded from http://www.unodc.org/southeastasiaandpacific/en/who-we-are/job-opportunities.html) and detailed curriculum vitae based on the criteria stated above.

Please submit the application by e-mail to: <RCEAP.Recruitment@unodc.org>.

Application deadline is 31 October 2014.

Note:

(a) Please clearly indicate the position you are applying for.
(b) Failure to submit supporting documents as specified in the announcement will result in an incomplete application. Applicants who submit incomplete applications will NOT be considered.

(c) Applicants employed as a civil servant or government official, whose applications are successful, will be required to provide a letter from their employer indicating no objection to paid employment with UNODC for a period of unpaid leave from current employer.

Due to the volume of applications, only candidates under positive consideration will be notified.

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