

Outreach and Communications Branch/Division for Sustainable Development Goals Terms of Reference for Individual Contractor for supporting Knowledge around the SDGs

Background and objectives

With the newly strengthened focus of the Division for Sustainable Development Goals (DSDG) on providing substantive support, enhanced capacity building, and promotion of multi-stakeholder partnerships across the 17 Sustainable Development Goals and their related thematic issues, including water, energy, climate, ocean, urbanization, transport, science and technology, the Global Sustainable Development Report (GSDR), Small Island Developing States, there is a need to redefine and enhance the Division's online knowledge portfolio.

The Division for Sustainable Development Goals (DSDG) has developed, and actively maintaining, the *Sustainable Development Knowledge Platform*, the *Partnership for SDGs online platform*, the *Ocean Conference Voluntary Commitments Registry*, and the *SIDS Action Platform*.

The Sustainable Development Knowledge Platform contains tens of thousands of resolutions, documents, reports, publications, statements and national reports, clustered around thematic areas related to sustainable development, collected since the establishment of the Commission on Sustainable Development in 1992, throughout several UN Conferences, the post-2015 consultations, and the High-level Political Forum on Sustainable Development.

The SIDS Action Platform is the repository and reporting platform of the 300+ SIDS focused multi-stakeholder partnerships, established as follow-up to the 2014 Third International Conference on Small Island Developing States.

The Ocean Conference Voluntary Commitments Registry has been established for following up on the 1,400+ voluntary commitments for SDG 14 that were announced by governments, UN system entities and other relevant stakeholders in the lead up to the 2017 Ocean Conference.

The Partnership for SDGs online platform provides global access to partnerships and commitments for the SDGs, as well integration of similar registries established for the purpose of promoting sustainable development.

Based on the above, the main objective of the contract is to support the Division in its ensuring a smooth operation of these websites, and a transition to a web presence that reflects the new focus of the Division.

Work Assignment

- Maintaining and updating the Ocean Conference website, including pages of the Communities of Ocean Action,
- Prepare and launch issues of the Ocean Action Newsletter, with input from stakeholders and relevant sources;
- Review and publish new voluntary commitments and partnerships, and progress updates received, from all stakeholders received through the Partnerships for SDGs online platform, the Ocean Conference Voluntary Commitments platform, and the SIDS Action Platform;

- Develop a proposal for new visual identity and design of the Division's web portfolio, including design of entry pages for the SDGs and sub-pages;
- Prepare info-graphics and other design material to support ongoing work of the Division, including follow up to the Ocean Conference, and the SAMOA Pathway mid-term review process.

Duration of Contract

Due to expected workload demand, this consultancy will be carried out in two phases: from June-July and from October-November 2018.

Duty Station or Location of Assignment

The place of work will be United Nations Headquarters, New York.

Travel

No travel is applicable for this assignment.

Qualifications

- Graduate degree or equivalent experience and advanced expertise in information technology, science or sustainable development
- At least 5 years of experience in relevant functions, including developing and managing knowledge exchange systems for the purpose of increasing stakeholder and partnerships engagement with United Nations processes.
- Knowledge about The Ocean Conference and the processes related to voluntary commitments, and knowledge management systems.
- Strong interpersonal and communication skills, able to engage in complex discussions and presentations with staff of the U.N. and partner organizations. Keen knowledge of the UN system and its work at in the area of sustainable development and the intergovernmental processes related to the HLPF and the 2030 Agenda.
- Excellent oral and written command of English is essential.

Application process

Submit resume and cover letter at: <https://sustainabledevelopment.un.org/contact/?cat=89>

Deadline: 14 May 2018