

Terms of Reference

Posting Title:	Consultant - Ocean Governance Studies [Viet Nam]
Department/Office:	Division for Ocean Affairs and Law of the Sea, United Nations Office of Legal Affairs (“the Division”)
Duty Station:	Home based (remote work)
Type of Contract :	Consultancy
Post Level :	Consultant, Level B
Languages Required :	English and Vietnamese
Starting Date : (date when the selected candidate is expected to start)	1 December 2021
Duration:	Part time from December 2021 to July 2022
Contract Sum:	

Background

The Programmes of Assistance to Meet the Strategic Capacity Needs of Developing States in the Field of Ocean Governance and the Law of the Sea is project implemented by the Office of Legal Affairs of the Secretariat of the United Nations through its Division for Ocean Affairs and the Law of the Sea (the Division), with funding provided by Norway, through its Norwegian Agency for Development Cooperation (Norad). The project provides support to developing countries, particularly Small Island Developing States (SIDS), in building sustainable ocean-based economies through addressing critical capacity barriers at the regional and national levels, including with respect to the implementation of the 1982 United Nations Convention on the Law of the Sea (“UNCLOS”) and related frameworks.

The Programme of Assistance is composed of three major series of activities: (1) The conduct of analyses of national frameworks for ocean governance in selected beneficiary States (Ocean Governance Studies); (2) The design and delivery of need-based capacity-building training courses; and (3) Consultations with relevant regional intergovernmental organizations with a view to identifying capacity-building activities that would reinforce national and regional ocean governance programmes of work.

The Ocean Governance Studies will consist of a national-level inventory and analyses of legal and institutional frameworks for ocean governance in the selected beneficiary States. The Ocean Governance Studies are intended to: (1) Provide a high-level overview of the State’s legal and institutional framework for oceans; (2) Enhance the awareness of the beneficiary State regarding their overall legal and institutional framework for oceans, including potential linkages, overlaps and gaps; (3) Compare the national legal and institutional framework to core requirements under UNCLOS and its implementing or related applicable international instruments; (4) Assist beneficiary States in the identification and prioritisation of capacity gaps in the development and implementation of frameworks for oceans; and (5) Provide a knowledge base of the national legal and institutional frameworks for oceans. In addition, the Ocean Governance Studies will help in the identification of further capacity-building needs to be addressed through this Project and in reinforcing the ability of

beneficiary States to more effectively build their ocean governance frameworks (including through partnerships with other development partners).

Work Location

Home-based, with possible missions depending on United Nations' and/or other national travel policies relating to the COVID-19 pandemic.

Expected Duration

Part time from December 2021 to July 2022.

Duties and Responsibilities

Under the overall supervision of the Director of the Division, the work of the Consultant shall be overseen by the Senior Legal Officer in charge of Capacity-Building and Trust Funds (the Head), and managed directly by the Officer serving as Country Focal Point for the project within the Division, to whom the Consultant shall report.

The Consultant will conduct research on the legal and institutional framework for Ocean Governance in the beneficiary State, in connection with the below-described scope of work and deliverables.

Scope of Work

The Consultant is expected to:

1. undertake consultations with State officials, relevant regional organizations and other national stakeholders;
2. develop an ocean-relevant national institutional mapping;
3. conduct a desktop research to identify key laws, regulations and policy documents, including on the basis of information provided by the State;
4. prepare and administer survey instruments regarding the legal and institutional framework for oceans on the basis of the requirements in UNCLOS and related instruments, including with respect to capacity needs;
5. receive and take into account the comments of the Division and national stakeholders on drafts of the deliverables.

Deliverables

The Consultant is expected to deliver the following outputs:

1. a chart summarizing the presence or absence of key components of the legal and institutional framework for oceans under UNCLOS and related instruments;
2. an Ocean Governance Report (OG Report) composed of a narrative description of the legal and institutional framework for oceans of the beneficiary State. This OG Report will constitute a broad overview aimed at policymakers, but not describe in detail the legal instruments and institutional structures. The OG Report must also include a section addressing in-depth the priority sectors identified by the beneficiary State. This section is to be prepared in close collaboration with the Research Support Consultant;
3. a compilation of relevant national legal instruments (as provided by the beneficiary State) and a list of international instruments relating to oceans to which the beneficiary State is a signatory or party;
4. a prioritized inventory of urgent ocean-related capacity-building needs.

Payment is due upon completion of phase 1 (submission of draft outputs for review by the Division) and phase 2 (submission of final outputs).

Competencies

- **Professionalism:** Demonstrated analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, and other databases. Competence in data analysis and a demonstrated ability to conduct data collection using various methods. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Ability to build good working relationships at all levels. Ability to work under pressure and in dynamic situations; is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Ability to treat sensitive or confidential information appropriately. Ability to incorporate gender perspectives in the substantive research.
- **Teamwork:** Excellent interpersonal skills and ability to establish and maintain harmonious working relationships in a multicultural, multi-ethnic and political work environment. Works collaboratively with colleagues to achieve project goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; Ability to develop consensus among people with varying points of view; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.
- **Communications:** Strong oral communication and drafting skills; Ability to interact positively with high-level government officials.
- **Technological awareness:** Excellent knowledge of Microsoft Office applications including Microsoft Word, PowerPoint and Excel. Ability to use other relevant software (such as mapping tools), as well as database software to organize, analyse and archive collected materials during research is desirable. Actively seeks to apply technology to appropriate tasks.

Education

Advanced university degree (Master's degree or equivalent) in international law, law of the sea, sustainable development, environment/ocean-based science, or a related field. A first-level university degree in combination with five additional years of relevant work experience may be accepted in lieu of the advanced university degree.

Work Experience

A minimum of five years of progressively responsible experience in preparing analytical reports, qualitative and quantitative research and organizing multi-stakeholder meetings.

Experience in ocean affairs or related fields is required.

Prior knowledge of and experience in research and research methodology are required.

Evidence of recent relevant research and publications is required.

Previous work experience in the UN system is highly desirable.

Languages

For this position, fluency in English and Vietnamese with excellent drafting and communication skills, is required. Knowledge of another United Nations official language is an advantage.