Terms of Reference

Senior consultancy to support Inter-agency coordination on the sound management of chemicals

1. Area of expertise:
   Consultant – Inter-agency coordination for sound management of chemicals

2. Purpose of consultancy
   To provide high-level technical and policy-related secretariat services on behalf of the Inter-Organization Programme for the Sound Management Chemicals (IOMC).

3. Background

   The IOMC was established in 1995 as an international coordinating group to promote sound chemical management worldwide, following recommendations of the 1992 UN Conference on Environment and Development (UNCED) and in particular Chapter 19 of Agenda 21 about toxic chemicals. There are nine participating organizations (POs) namely: FAO, ILO, UNEP, UNIDO, WHO, OECD, UNITAR, the World Bank and UNDP [https://partnership.who.int/iomc].

   The objective of the IOMC is to strengthen international cooperation in the field of chemicals management and to increase the effectiveness of participating organizations’ international chemicals programmes. IOMC organizations collectively provide countries with scientific, technical and legislative knowledge and support, as well as standards, tools, and financing.

   The IOMC meets twice per year with all participating organizations and once per year holds a meeting in an expanded format with other UN agencies working on the sound management of chemicals. IOMC coordinates its input and positions to various intergovernmental meetings, was a co-convenor of the first International Conference on Chemicals Management and closely cooperates with the Secretariat of the Strategic Approach to International Chemicals Management (SAICM).

   The period of the current contract coincides with a number of critical preparatory stages for the Fifth session of the International Conference on International Chemicals Management in 2023. The period will see regional preparatory meetings and the fourth meeting of the intersessional process to discuss international arrangements in Bucharest, Romania from 29 August to 2 September 2022.

4. Deliverables

   - Completed arrangements (agenda, documents) and servicing (e.g., in-meeting support to Chair, report and follow-up on decisions) of the 58th meeting of IOMC scheduled for 17-18 October 2022, the 8th Interagency Meeting (planned for September 2022 to be confirmed) and the 59th meeting of IOMC (to be confirmed April 2023), working independently and in coordination with senior designated officials of IOMC partner UN agencies.
   - Guidance provided to IOMC Partner agencies on international developments that may have a bearing on IOMC positions at intergovernmental meetings and multilateral environment
agreements on the sound chemicals management.

- Coordinated IOMC input for SAICM and Beyond 2020 intersessional process, including preparation of documents, facilitating negotiations between partner IOMC UN agencies to arrive at IOMC positions and providing clarification to external organizations on the work of IOMC relating to the intersessional process with clearance from IOMC Chair and partners if required.

- Submitted papers as a contribution by IOMC to the SAICM Intersessional process including: Update on the IOMC Indicators project, Progress on the IOMC Toolbox, Actions to strengthen multisectoral engagement, and the Integrated approach to International Chemicals Management.

- Briefing papers drafted for the IOMC Chair (UNIDO) and Vice-Chair (UNITAR) to support the representation of IOMC at SAICM Bureau meetings.

5. Qualifications, experience, skills and languages

Qualifications required:
Minimum an advanced University degree in Environmental Sciences or other fields related to sound management of chemicals.

Experience required:
Over 10 years of relevant experience providing technical secretariat services in international chemicals management fields.

Skills / Technical skills and knowledge:
- Substantial track record in analytical and writing skills and demonstrated experience in report writing on the health, environmental or regulatory aspects of sound chemicals management.
- Well-developed political awareness of chemicals management work and demonstrated experience in working independently in an environment of different UN agency mandates.
- Established track record in providing high-level secretariat services in intergovernmental processes and briefing at heads of agency level in subjects relating to the sound management of chemicals.
- Credible and established expert on what IOMC is, its mission and objectives, and its different activities, as well as knowledge on SAICM.
- Ability to communicate ideas clearly and confidentially, articulate issues and recommend solutions in a politically complex environment.
- Ability to deal flexibly and efficiently with multiple, changing demands and deadlines.

Language requirements:
Expert oral and written communications skills in English with intermediate knowledge in another UN language.

6. Location
Off site. Home based.

7. Travel
Travel to Paris (17-18 October 2022) and to Romania (29 August to 2 September 2022) are anticipated. Travel arrangements will be made by WHO separately to this contract.
8. Remuneration and budget (travel costs are excluded):
   Pay band level: C (USD 500 – USD 625 per day)
   Living expenses: Nil
   Expected duration of contract: 11 months (10 days per month)

Applications should provide a Curriculum Vitae together with a statement of interest and clearly identifying how they meet each of the stated necessary qualifications, experience, skills and languages.

Applications should be sent to ipcsmail@who.int by 7 June 2022

Additional Information

- This vacancy notice may be used to identify candidates for other similar consultancies at the same level.
- Only candidates under serious consideration will be contacted.
- A written test may be used as a form of screening.
- If your candidature is retained for interview, you will be required to provide, in advance, a scanned copy of the degree(s)/diploma(s)/certificate(s) required for this position. WHO only considers higher educational qualifications obtained from an institution accredited/recognized in the World Higher Education Database (WHED), a list updated by the International Association of Universities (IAU)/United Nations Educational, Scientific and Cultural Organization (UNESCO). The list can be accessed through the link: http://www.whed.net/. Some professional certificates may not appear in the WHED and will require individual review.
- For information on WHO's operations please visit: http://www.who.int.
- WHO is committed to workforce diversity.
- WHO has a smoke-free environment and does not recruit smokers or users of any form of tobacco.
- Applications from women and from nationals of non and underrepresented Member States are particularly encouraged.
- WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the WHO Values Charter into practice.
- WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates.
- Consultants shall perform the work as independent contractors in a personal capacity, and not as a representative of any entity or authority. The execution of the work under a consultant contract does not create an employer/employee relationship between WHO and the Consultant.