

ANNEX I. – TERMS OF REFERENCE

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| Title of the post: | International Project Coordinator |
| Project: | Capacity Building for Control of Small Arms Reduction in Mozambique |
| Duty station: | Maputo- Mozambique |
| Duration of appointment: | 12 months |
| Contract: | Appointment Limited Duration |
| Level: | Band 3 |
| Position: | one |
| Closing date: | 23 January 2006 |

1. Background

Illicit small arms are widely available in Mozambique as a legacy of the fight for independence and the protracted civil war which followed independence. Despite the peace agreement which was signed in 1992, illicit weapons are still widely available within the country. These weapons have been directly implicated in the sharp increases in armed crime, including murder, armed robbery, carjacking and drug trafficking which have taken place in recent years, particularly in the urban areas of greater Maputo.

The increasing crime rate and insecurity negatively affect the investment climate and undermine the prospects of sustainable development of Mozambique. This project is intended to strengthen the capacity of the government of Mozambique to effectively control the proliferation of illicit small arms, thereby providing a secure environment for sustainable development.

UNDP in collaboration with partners will assist the Government of Mozambique to operationalize, and build the capacity of, the recently established National Small Arms Commission (COPRECAL), which will have responsibility for addressing the proliferation of illicit small arms in the country. The project will also provide support for: awareness raising activities, the finalization of new draft legislation governing small arms, a new computerized national registration system for all civilian weapons in Mozambique, and the clean up of the destroyed Beira ammunition depot. The project is an initiative of the Government of Mozambique and UNDP, in partnership with UNDDA and UNDESA.

2. Responsibilities of Project Coordinator

Under the overall supervision of the Resident Representative, UNDP Mozambique and direct supervision of the Deputy Resident Representative, the Project Coordinator will be responsible for the implementation of project activities and undertake the following tasks.

- Coordinate the implementation of the project activities as outlined in the PRODOC, including management of day-to-day administration, programme and budget of the project.
- Development of quarterly work-plans and ensure timely submission of reports.
- Organise and assist the development and implementation of a comprehensive awareness-raising and community mobilisation strategy through the facilitation of community groups dialogue.
- Coordinate the implementation of a national baseline survey on SALW.
- Provide technical guidance on SALW to the National Small Arms Commission (COPRECAL) and assist in the formulation of a UNDP programme to respond the National Plan of Action.
- Liaise closely with relevant Government institutions, community and donors for effective project implementation.
- Collate field reports and submit, quarterly, annual, as well as other reports such as on lessons learned as required.
- Develop Terms of Reference for the national positions and ensure the timely recruitment of staff.
- Liaise with GdM equipping and staffing the office of COPRECAL , release of seconded personnel, provision of other logistic support agreed on.
- Perform any other duties as might be required for a successful and well co-ordinated UNDP response to address the problems of armed violence and SALW reduction in Mozambique.

4. Qualifications and Experience

- University degree in development or related field such as Law, Political Science, Security Studies or Social Science
- Minimum of 8 years national and international experience working on social and development issues.
- Minimum of 2 years of specific substantive and technical experience in Government, NGO or the UN on Peace-building, Human Rights, Small Arms and DDR programmes
- Fluency in English. (Working Knowledge of local language will be an advantage.
- Computer literate.

Applications: email one page cover letter and CV to humanresources.mz@undp.org. Detailed TOR's please find at <http://www.unsystemmoz.org>