

## TERMS OF REFERENCE

Posting Title: Consultant Capacity-building needs and priorities  
Assessment Toolkit Development Expert

Department/Office: Division for Ocean Affairs and the Law of the Sea, Office of  
Legal Affairs

activities, including in the context of capacity-building needs and priority assessments at the regional and national levels. The toolkit will also be made available to States and other stakeholders for its possible utilization in conducting such assessments.

#### Work Location

The consultancy will be home based.

#### Expected Duration

Part time. 5 Months (75 Working Days).

#### Scope of work and deliverables:

Under the overall supervision of the Director of the Division and a Senior Legal Officer, the consultant will report directly to a Legal Officer.

The Capacity-Building Needs and Priority Assessment Toolkit Development Expert is expected to deliver the following outputs:

1. Develop a toolkit for undertaking assessments of the capacity-building needs and priorities of developing States, in particular the least developed countries, landlocked developing countries, geographically disadvantaged States, small island developing States, coastal African States, archipelagic States and developing middle-income countries, in relation to becoming parties to, and implementing, the BBNJ Agreement.
  - The toolkit will include a series of standardized and customizable assessment tools covering all key elements of the Agreement, together with information resources that would support the utilization of such tools. The toolkit should include methodologies on the assessment process, including an overarching assessment framework which reflects and is responsive to the requirements of States for becoming parties to, and implementing, the BBNJ Agreement. The toolkit should include tools for relevant data collection, analysis, and evaluation, and for the prioritization of the identified capacity-building needs.
  - The toolkit will be designed to support the generation and presentation of findings on, among others:
    - the level of current activity in the State relating to BBNJ, including the State's activities with respect to the conservation and use of BBNJ and any activities under the jurisdiction or control of the State with a potential impact on BBNJ;
    - the priorities of the State in respect of BBNJ and the BBNJ Agreement;
    - the legal, regulatory and policy changes that might be required for the State to become party to, and implement, the BBNJ Agreement;
    - the governance, institutional and administrative capacity



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.

**Closing date: 27 March 2024**

*Female candidates are strongly encouraged to apply.*

*Individuals in active government service, including employees of institutions under direct management of a government, are not eligible for selection for this consultancy.*