

**Consultancy**  
**Terms of Reference (ToRs)**

**Consultant to Support the Implementation of the Project: Integration of Arms Control in UN  
Planning Processes and Programmatic Interventions at the National Level**  
**(UNSCAR-funded)**

<b>Organization</b>	United Nations Regional Centre for Peace and Disarmament in Africa (UNREC)
<b>Type of Contract</b>	Consultant, based in Lome, UNREC
<b>Contract Duration and Payment</b>	Payment to be made in monthly instalments of \$5,000 each, over a period of four months

**Context**

The 2030 Agenda for Sustainable Development underscores the intrinsic link between disarmament, arms control, and development, recognizing that the uncontrolled flow and easy availability of weapons create insecurity that undermines sustainable development. The nexus between security and development is reflected across several Sustainable Development Goals (SDGs), which emphasize that weak institutions and insecurity threaten not only States but also the rights and safety of individuals and communities.

The proliferation and misuse of weapons have far-reaching impacts on human security and the environment, touching upon multiple SDGs, including peace, justice and strong institutions (SDG 16), reduced inequalities (SDG 10), decent work and economic growth (SDG 8), good health and well-being (SDG 3), gender equality (SDG 5), and sustainable cities and communities (SDG 11). In particular, the illicit accumulation and circulation of small arms and light weapons (SALW) continue to fuel conflicts, exacerbate criminality, and hinder progress toward peace and development.

The New Agenda for Peace (NAfP) positions prevention and disarmament as core tools of the global peace and security architecture, calling for stronger integration between disarmament, prevention, and development efforts. Similarly, the Pact for the Future highlights the importance of addressing SALW proliferation within broader prevention and development frameworks.

Building on lessons from the pilot phase, this UNSCAR-funded follow-up project aims to strengthen the capacity of UN Resident Coordinator Offices (RCOs) and UN Country Teams (UNCTs) to systematically integrate arms control considerations into Common Country Analyses (CCAs)/UN Country Analysis and UN Sustainable Development Cooperation Frameworks (UNSDCFs).

Jointly implemented by different entities of the United Nations office for Disarmament Affairs, including its Regional Centres UNREC, UNLIREC, UNRCPD, and its Vienna office, the initiative requires close coordination and context-specific technical support across three regions. To facilitate this, the consultancy foreseen under the project will play a key role in ensuring coherence, providing specialized expertise, and maintaining continuity in project delivery despite staffing constraints at the Regional Centres.

## **Objectives of the Assignment**

- Facilitate effective communication and coordination between UNODA Regional Centres and RCOs/UNCTs.
- Serve as the primary point of contact for project implementation, ensuring coherence across regions and stakeholders.
- Support the further development and dissemination of the Modular Resource Hub, toolkits, and practical guidance materials.
- Provide substantive input and follow-up for technical assistance missions.
- Capture lessons learned, promote visibility, and strengthen reporting to UNSCAR.

## **Scope of Work / Key Tasks**

- Support coordination among UNREC, UNLIREC, UNRCPD, UNODA Vienna, and RCOs/UNCTs. Ensure smooth information flow, follow-up on agreed actions, and support regular coordination meetings.
- Prepare background materials and agendas for in country and virtual missions; provide substantive contributions during missions; consolidate outcomes into follow-up notes and recommendations for RCOs.
- Develop & refine the existing online training toolkits and 4 case studies (1- 2 case studies per region: UNREC and UNRCPD), ensuring alignment with MOSAIC, IATG, and UNSDCF processes, and integrating gender and youth perspectives. Ensure consistency of new content with the structure and substance of existing ODA e-learning modules, the UN CASA Joined Guidance Note and other online educational resources.
- Support project monitoring and evaluation by tracking progress against outputs, collecting feedback from RCOs/UNCTs, and consolidating lessons learned for reporting to UNSCAR II.
- Provide ad-hoc support to PDAs and RCO staff, including designing and delivering 1–2 bespoke trainings per Centre for RCOs in their respective sub-regions and promote project visibility through advocacy materials and engagement in outreach events.

## **Roles and responsibilities:**

The consultant will report to the Deputy Director of UNREC. Main deliverables are as follows:

- Updated toolkits and 4 case studies (2+1+1) for the Modular Resource Hub.
- Consolidated reports and follow-up notes from technical assistance missions.
- Regular progress updates and a final report for UNSCAR.
- At least two communication/advocacy products (e.g., flyer, newsletter piece, video script).

## **Qualifications and related requirements of the successful individual contractor:**

- Advanced university degree in political science, international relations, peace and security, development studies, or a related field.
- At least 5 years of progressively responsible experience in disarmament, arms control, peacebuilding, or development programming.
- Demonstrated experience in project coordination, partnership facilitation, and communication with UN entities (preferably UNCTs/RCOs).
- Strong expertise in arms control and development linkages, with knowledge of PoA, ITI, ATT, MOSAIC, IATG.
- Excellent drafting, research, and communication skills in English; working knowledge of French required; Spanish desirable.

- Capacity to integrate cross-cutting perspectives, particularly gender and youth (WPS/YPS), into arms control programming.

### **Application**

Official travel will likely be required. If so, the related expenses will be covered by the office in line with the rules and regulations of the United Nations.

Please send your application (PHP/P11) to [oda-contact.unrec@un.org](mailto:oda-contact.unrec@un.org)

Deadline: Friday 29th May 2026 at 12:00.

For further information on the UNSCAR and terms of reference, please contact [oda-contact.unrec@un.org](mailto:oda-contact.unrec@un.org)