

## Call for Expression of Interest

<b>Post Title:</b>	Expert	<b>Duty Station:</b>	Home-based
<b>Reference:</b>	UNWTO/HHRR/CFE/15/RDAP/2018	<b>Start Date:</b>	As soon as possible
<b>Department:</b>	Regional Department for Asia and the Pacific	<b>Duration:</b>	6 months
<b>Contractual Status:</b>	Expert	<b>Deadline for Applications:</b>	<b>30 September 2018</b>

### DUTIES AND RESPONSIBILITIES

The **World Tourism Organization (UNWTO)** is the United Nations agency responsible for the promotion of responsible, sustainable and universally accessible tourism.

UNWTO is currently looking for an **Expert** for its **Regional Department for Asia and the Pacific**. The Expert will develop and implement a study that aims to provide knowledge, recommendations and case studies on sustainable development of wildlife tourism in Asia and the Pacific. The overall supervision of the study will be under the responsibility of the Director, Regional Department for Asia and the Pacific.

The Expert contract holder will perform the following duties:

1. Develop a work plan and an outline of the study according to the Terms of Reference (see below);
2. Submit monthly progress reports and participate in regular phone/Skype calls;
3. Submit a draft report that adheres to the UNWTO Author Guidelines;
4. Participate and contribute in the rounds of edits;
5. Submit a Final report that adheres to the UNWTO Author Guidelines and that meets the approval of the UNWTO;
6. Perform other duties as required.

### REQUIREMENTS

<b>Academic</b>	▪ Advanced university degree (Master's degree or equivalent) in tourism, tourism destination management, sustainable development, or a related field.
<b>Experience and Basic Competencies</b>	▪ Minimum ten years of professional experience in the field of tourism, wildlife tourism management, sustainable development, or a related field; ▪ Demonstrated experience as an author; ▪ Excellent writing and organization skills.
<b>Languages</b>	▪ Fluency in English (written and oral) is essential; ▪ Good working knowledge of another of the official languages of the Organization (Arabic, French, Spanish or Russian) is an asset.
<b>Computer Skills</b>	▪ Computer literacy in Microsoft Office software and Windows 7.

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<b>Remuneration and Other Conditions</b>	The lump sum remuneration of the selected candidate would be <b>USD 22,000</b> . The Expert contract holder shall be in possession of a major global medical insurance coverage to be paid by the Expert.
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## Application Procedure

All proposals must meet the following criteria:

- The proposal must be clean and concise, have continuous page numbering, and be assembled in coherent fashion;
- All proposals must be in English;
- Technical proposals should not be more than 10 pages long, excluding CVs and supporting documentation and should include the Methodology for implementation and reasons for this proposed Methodology; level of involvement and activity of other partners; role of each partner; and a plan of action with description of activities and their timing.

**Please refer to the attached Terms of Reference for more information. The proposal should be attached to the Online UNWTO Personal History Form.**

Interested applicants are requested to complete the [Online UNWTO Personal History Form](#). Please note that UNWTO will only accept applications received through our web-based system. Applications sent by other means (e.g. post, email, etc.) or received after the deadline indicated above, will not be taken into consideration.

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- Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful;
  - Short-listed candidates may be asked to take a competitive exam and/or interview as part of the final phase of the selection process. These candidates will be contacted directly for this purpose;
  - **There is no guarantee either that the initial contract will be renewed or that a career appointment within UNWTO will subsequently be offered.**



**UNWTO/Chimelong Initiative**  
**Sustainable development of wildlife tourism in Asia and the Pacific:**  
**Good Practices and their Implications (working title)**

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**Terms of Reference**

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**Background**

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The World Tourism Organization (UNWTO) and the Guangzhou Chimelong Group Co., Ltd. (Chimelong) have agreed to work together to advocate for the United Nation's Sustainable Development Goals (SDGs) through the promotion of sustainable tourism with particular reference to wildlife conservation. UNWTO and Chimelong have partnered to conduct research on wildlife conservation and its role in enhancing the quality of human capital, the advancement of sustainable tourism policies in wildlife tourism, and to encourage the tourism private sector to adhere to corporate social responsibility.

Wildlife tourism can be defined as the component of a tourism experience or products that is based on wildlife (Higginbottom, 2004). While Wildlife Tourism has been present since the early stages of the expansion of the tourism industry, the concept has expanded into various niche areas such as Wildlife Watching Tourism, Captive Wildlife Tourism, Hunting Tourism and Fishing Tourism.

Recently, the Wildlife Tourism segment has received an increase of attention from the general public and the private sector (UNWTO, 2014). This is due not only to the increasing economic importance of Wildlife Tourism to bring incomes and jobs but also the growing concern of the international community for the conservation of biodiversity. Wildlife Tourism is often at the centre of worldwide controversies, with issues such as poaching, animal abuse, illegal trade or training, in addition to an overall lack of information available to visitors about sustainable policies and practices.

Historically, the UNWTO has demonstrated a keen interest in biodiversity protection with projects led by the Consulting Unit on Tourism and Biodiversity and the Technical Cooperation and Services Programme and its latest Briefing Paper Towards Measuring the Economic Value of Wildlife Watching Tourism in Africa (2014).

The UNWTO/Chimelong Initiative will contribute further to the efforts led by the UNWTO on the theme of Sustainable Tourism and Wildlife Conservation through the implementation of activities including workshops on wildlife conservation and sustainable development for tourism, sponsorship for the International Year of Sustainable Tourism for Development 2017, a compilation of Wildlife Tourism cases in Asia and the Pacific, scholarships for tourism PhD students, among others. The initiative will have a two-year timeframe and will target mainly in the Asian and African regions.

In the Asia and the Pacific region, Wildlife Tourism has not been thoroughly researched despite being an important economic driver in the region. In line with the SDGs and with

Guangzhou Chimelong Group's support, the UNWTO Regional Department for Asia and the Pacific will conduct research to showcase successful sustainable Wildlife Tourism cases in the region.

### **Purpose of the study**

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*UNWTO/Chimelong Initiative – Sustainable Development of Wildlife Tourism in Asia and the Pacific: Good Practices and their Implications* will highlight the positive impacts that are a result of the implementation of sustainable policies within the Wildlife Tourism sector. This study aims to provide good practices from both the public and private sectors and to serve as a model for all tourism stakeholders.

The objectives of this research project are as follows:

- To showcase the positive aspects of Sustainable Wildlife Tourism practices (Economic, Social and Environmental);
- To provide recommendations for policy makers, experts, NGOs and communities as a good guidance for ensuring sustainability of wildlife tourism;
- To support UN's SDGs particularly related to sustainable tourism and wildlife conservation and contribute to the legacy of 2017 as the International Year of Sustainable Tourism for Development and the "Journey towards 2030" initiative.

### **Structure of the study**

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The study aims to showcase around 10-15 cases; these cases will consider all types of wildlife in all types of settings.

The study's content, is subject to change, but may follow the following structure:

**Executive Summary:** This will be a stand-alone document of up to seven pages. The executive summary will highlight key findings and policy recommendations and include a reference to the most representative case studies.

**Introduction:** The introduction will explain the purpose and rationale for the study. This chapter should include an overview of wildlife tourism policies, wildlife tourism products and services and wildlife tourism demand as well as introducing the principles of sustainable tourism.

**Destination case studies:** This section will be the core of the publication and will require both primary and secondary research.

A minimum of 10 and a maximum of 15 case studies should be selected with of a minimum of four pages each (2,000 words) under a common template format. The case studies should focus on a specific project, initiative, or institution in a country and highlight the multiplier effect (or importance) of sustainable wildlife tourism at the country-level.

## Overall conclusions, recommendations and suggestions for further studies

### Methodology:

The full report should be around 75 pages (around 45,000 words). This should include the case studies (maximum of 15 cases each around 2,000 words) while the other sections of the report should be a maximum of 30 pages (around 18,000 words).

## Deliverables, Timeframe, and Budget

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The lead consultant will provide monthly reports that summarize the progress of the work, specifying any problems or constraints encountered.

The consultant shall deliver the following:

### Work Plan

The work plan is the first deliverable and shall detail study approach and methodology. The work plan will be due **two weeks** after contract signing.

### Study Outline

The study outline shall provide a draft table of contents and short summary for each chapter, including case studies list and is due **one month** after contract signing.

### UNWTO Author Guidelines

The report shall follow the UNWTO Author Guidelines

### Final Report

The final report should be a publication-ready Report. The report should adhere to UNWTO Author Guidelines. Layout will be prepared by the UNWTO.

### PowerPoint presentation with main conclusions

The author should prepare a PowerPoint with main conclusions of the Report.

### Timetable:

Work stage	Timeframe
Submission of applications and synopsis by interested candidates	<b>30 September 2018</b>
Submission of work plan	2 weeks after contract signing
Submission of study outline	1 month after contract signing
Submission of draft report	4 months after contract signing
Submission of final report	6 months after contract signing

## **Instructions for Submission of Proposal for Lead Consultant**

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All candidates are required to submit their proposal in electronic format by **30 September 2018**.

All proposals must be clear and concise, have continuous page numbering, and be assembled in a coherent fashion.

- Technical proposals should not be more than 10 pages long, excluding CVs and supporting documentation.
- All proposals must be in English.
- The following elements should be taken into consideration when drafting a technical proposal:
  - Methodology for implementation
  - Reasons for the proposed methodology
  - A plan of action with description of activities and their timing

### **Proposal evaluation**

Proposals will be scored out of a possible 100 points:

- 50 points for the proposal and methodology;  
and
- 50 points for the experience and qualifications of the consultant or team.

Candidates should have the following qualifications:

- Advanced university degree (Master's degree or equivalent) in tourism, tourism destination management, sustainable development, or a related field.
- Minimum of ten years of professional experience in the field of tourism, tourism destination management, sustainable development, or a related field.
- Demonstrated experience as an author.
- Excellent writing and organization skills.

### **Conditions and Provisions**

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The project will be led by the UNWTO's Regional Department for Asia-Pacific.

UNWTO will be responsible for the publication of the study. Any copyright and intellectual property rights of the report shall be vested in UNWTO.