



UNITED NATIONS HUMAN SETTLEMENTS PROGRAMME

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**FOR A BETTER URBAN FUTURE**

## Terms of Reference

<b>Post Title:</b>	Project Manager
<b>Project Title:</b>	Harare Sustainable City Initiatives (HSCI)
<b>Department/Office:</b>	United Nations Human Settlements Programme (UN-Habitat), UBSS
<b>Duration:</b>	Twelve (12) months
<b>Start:</b>	10 <sup>th</sup> May 2025
<b>Duty Station:</b>	Harare, Zimbabwe

### Background and Justification

The majority of the population living in both formal and informal neighborhoods of Harare, Zimbabwe do not have access to reliable basic urban services such as electricity, safe drinking water, proper sanitation and waste management. Youth unemployment is high. The informal settlements are polluted due to the haphazard disposal of solid and liquid waste, unplanned growth. There is an urgent need to bring sustainable provision of urban services that will contribute to the improvement of the quality of life among citizens and provide decency, dignity, and livelihood among the urban poor.

Building materials production in Zimbabwe is still relying heavily on coal as fuel resulting in GHG emissions. Majority of buildings are not energy efficient and environmentally friendly. It is therefore important to initiate a paradigm shift in this sector and follow a path to carbon neutrality by 2050. The good news is that 75 % of the buildings that will be standing in Africa, Zimbabwe included, by 2050 are yet to be built. This presents a huge opportunity to reverse the trend by adopting energy and resource efficient building practices.

Energy supply in the city is also challenging, with acute power outages and rationing due to supply shortage and dilapidated infrastructure.

UN Habitat implementing a transformative low carbon urban basic service project that is geared towards improving the living conditions of the urban and peri urban poor and to serve as pilot demonstration to other cities. The Harare Sustainable Cities Initiative is introducing sustainable waste management and resource recovery as well as promotion of renewable energy solutions for low-income communities in the Harare Showgrounds (Belvere), Epworth, Mabvuku and Highfields through provision of tailored solar energy and cooking solutions.

The Harare Sustainable City Initiative project initiated by UN Habitat aims to enhance the overall wellbeing, health and security conditions of Zimbabwe citizens through access to better urban basic services from sustainable solid waste management and the use of renewable energy systems; the project will also create systems for access to affordable carbon-neutral building materials. This will be achieved through improved operations of municipal solid waste management, energy and resource recovery, clean energy generation and promotion of climate responsive building material production. The project will enhance energy access of targeted communities by providing reliable and renewable energy supply generated from locally available resources.

The overall project objective is to provide better living conditions to Harare residents by increasing and improving their access to sustainable waste to wealth services, clean energy provision and to promote energy and resource efficiency in Zimbabwe's built environment.



The project will showcase good examples of integrated sustainable waste management, resource recovery from waste, urban renewable energy generation for productive uses, and mainstreaming energy and resource efficiency into building policies and building practices. The project will demonstrate tangible sustainable zero waste practices, clean energy solutions and energy efficiency principles to encourage replication and upscaling.

Specific objectives are:

- To promote sustainable waste to wealth practices in the greater Harare.
- To increase access to clean energy by the urban and peri urban poor in Harare; and
- To achieve energy and resource efficiencies in Zimbabwe's built environment.

To achieve the above objectives, the project has identified four locations within Harare City in close consultation with local implementing partners and government authorities.

The sites are being utilized to showcase sustainable waste management practices by establishment of **Integrated Resource Recovery Center (IRRC)** for processing municipal waste through recovery and recycling, waste to energy technologies by use of organic municipal waste for production of biogas, productive use of energy by establishment of **multi-functional clean energy centers (MCEC)** and production of **low carbon bricks** for housing.

In the Harare Showgrounds (Belvere) and Mabvuku, civil works for the construction of the IRRCs and MCECs have already commenced. In Epworth, the process of land reclamation to prepare for the construction of the IRRC, MCEC and the low-carbon brick facility is also under way. The project is strengthening these activities and upgrading the facilities with adequate and more productive equipment and creating better working conditions for informal waste pickers.

These areas are located in low-income neighborhoods not far from informal settlements. The facilities are being developed to ensure that revenues generated from the facility are used for proper maintenance, welfare of the workers and smooth operation. A maintenance plan will be developed in close coordination with relevant stakeholders through capacity building and training.

Under the project, each facility will be specialized in one or two sustainable waste processing categories including but not limited to:

- Material recycling plan (plastic, glass, paper, metal etc.).
- Biogas production plan.
- Compost production plan.
- Renewable energy technologies for energy generation and training centre.
- Production of climate resilient energy efficient building materials.

UN Habitat in close coordination with implementing partners such as Zimbabwe Sunshine Group and Green Building Council Zimbabwe will implement the following workstreams:

#### **I. Sustainable Waste to Wealth Practices in the Greater Harare**

In collaboration with the Zimbabwe Sunshine Group (ZSG), this workstream has been focusing on promoting sustainable waste management practices for wealth generation within the City of Harare, specifically targeting selected neighborhoods. The initiative has prioritized capacity building on Integrated Sustainable Waste-to-Wealth Management (ISWM), with emphasis on governance, best practices, resource recovery techniques, and financial sustainability. To support public engagement and encourage behavior change, Information, Education, and Communication (IEC) materials have been developed to raise awareness on ISWM and source-based waste sorting.



As part of the implementation strategy, four IRRCs will be established, modeled after the Integrated Resource Recovery Centre (IRRC) framework. These facilities will be fully equipped with the necessary materials, tools, vehicles, and processing machinery to ensure operational efficiency and sustainability across the four designated project sites.

In addition, the project is working closely with the informal waste workers with a focus on their wellbeing, working conditions and their livelihoods. They have been provided with psycho-social services with training on drug and substance abuse and livelihood generation. This training will continue throughout the life of the project as more informal waste pickers are co-opted into the project.

## **II. Increased Access to Clean Energy by the Urban and Peri-urban poor in Harare.**

This workstream has been focusing on improving energy access for the poor urban communities. The project is in the process of establishing two **multi-functional clean energy centers (MCEC)** in two project sites (Epworth and Mabvuku) to provide energy access to the communities living nearby. The centres will promote productive use of energy for income generation for the communities. The centres will also act as centres of excellence and provide vocational training on resource recovery, assembly of renewable energy technologies and energy efficiency appliances for women and youth empowerment.

A governance model will be developed to ensure operation and management of the centres to ensure sustainability of the interventions.

## **III. Achieved Energy and Resource Efficiencies in Zimbabwe's Built Environment**

Working closely with Green Building Council of Zimbabwe, the Harare Sustainable Cities Initiative will introduce sustainable waste management and resource recovery as well as promotion of renewable energy solutions for the low-income community through provision of tailored solar energy and cooking solutions. The workstream will focus on promoting energy and resource efficiency in the built environment in Zimbabwe by integrating energy efficiency measures into building policies and regulations, building capacity and create awareness on the topic. The project will develop green building rating and certification system, promote integration of energy and resource efficiency measures and retrofitting of solutions into old buildings.

The project will also focus on awareness creation and capacity building for stakeholders in the building sector on low carbon interventions/technologies. The project will focus on promoting production of low carbon bricks through training and transfer of knowledge, skills and technology with construction of low carbon brick production facility.

The project will also develop a financial mechanism to encourage uptake of energy and resource efficient solutions in the built environment in Zimbabwe. This will act as an incentive to encourage and drive uptake of these technologies.

### **Activities and Responsibilities**

Under the overall supervision of the Chief, Urban Basis Services Session, the Project Manager will be responsible for planning, executing, and overseeing project's work plan to ensure activities are completed on time, within budget, and to the required quality standards. This role involves coordinating of project staff based in Harare and implementing partners, reporting on project progress, supervising daily activities, and addressing any challenges that arise. The project Manager will also be responsible for monitoring and tracking project progress, identify bottlenecks and escalating issues and risks to UN-Habitat management as needed. The incumbent will carry out the overall management of the HSCI project as follows:

-Collaborate with local implementing partners to ensure that work is conducted on time as per the agreed work plan and contribution agreements.



- Oversee the procurement and carry out regular follow-up to ensure that material/ goods are procured on time and of agreed quality.
- Supervise and oversee the work of the contractors and ensure that work is carried out as per the contract.
- Oversee daily operations of the project in the field; ensure all tasks are completed on schedule and within scope; conduct regular site visits to monitor progress and quality of work.
- Conduct awareness and capacity building interventions in collaboration with consultants.
- Collaborate with local governments to ensure continued buy-in and ensure that the project provide added value to related government programs.
- Coordinate activities related to the establishment of the integrated resource recovery facilities and Multifunctional Clean Energy Centres (MCECs) models thereby assisting in designing the projects and overseeing their implementation. The solutions should focus on addressing the poor to access better waste management and modern energy services.
- Participate in missions and workshops related to low carbon urban basic services with particular focus on sustainable waste management, energy access, energy efficiency in the build environment.
- Undertake fundraising activities, including formulation of concept notes and project proposals to be submitted to donors for consideration. Respond to call for submissions on low carbon urban basic services and climate related topics.

**Deliverables:**

- Submit bi-weekly progress report on project implementation, organize and lead bi-weekly Project Management Unit meetings and donor progress reporting of project activities, organize and lead Steering Committee meetings on a bi-monthly basis to ensure effective governance and progress tracking.
- Collaborate with IPs in conducting awareness campaigns and utilize UN-Habitat and IP digital and social media platforms for awareness-raising campaigns on circularity, to promote sustainable waste practices.
- Collaborate with IPs to Register profiled informal waste workers/ establish waste picker database, collaborate with IPs to manage the integration of informal waste workers in the resource recovery facilities and collaborate with IPs for informal waste workers to gain access to welfare services (e.g. health)
- Launch a call for proposals for innovations in sustainable waste management and document lessons and innovations in sustainable waste management
- Develop a selection criterion for women and youths to receive vocational training on renewable energy technologies, report on the number of women and youth trained and the number of women and youths involved in income generating activities at the MCECs.
- Deliver structured training workshops and learning sessions focused on ISWM components— governance, resource recovery, zero waste practices, and financial sustainability, develop and or adapt practical training manuals, technical guides, and tools on ISWM and establish a digital or physical repository accessible to support knowledge retention and replication of best practices.
- Develop the governance structure for the management, operation, ownership of IRRC and report on the number of people whose capacity has been built on operations and management of the IRRCs.
- Develop the governance structure for the management, operation, ownership of MCEC and report on number of people whose capacity has been built on operations and management of the MCECs.
- Collaborate with IP to develop various training modules eg in improved cookstoves production, solar PV installation, repair and maintenance, alternative cooking fuels production and use briquettes, ethanol, biogas, entrepreneurship and financial management etc



- Develop the governance structure for the management, operation, ownership of the low-carbon brick production training and demonstration Centre and report on number of people whose capacity has been built on operations and management of the low-carbon brick production training and demonstration Centre.
- Collaborate with IP to develop various training modules eg in production of carbon-neutral bricks, on energy, water and resource efficiency in built environment and conduct training on climate resilient production of affordable carbon-neutral bricks for women and youth groups currently involved in brick production
- Construct model house for showcasing on low carbon bricks and green building approaches

### **Qualifications/Experience/Skills**

#### **Experience**

Minimum 7 years working experience in human settlements issues in international cooperation and/or developing countries.

Proven working experience and expertise in project management related to human settlements, appropriate water and sanitation technologies as well as information packaging and dissemination. United Nations and/or developing country experience would be an advantage. Working knowledge of on-line databases would be an advantage.

#### **Skills**

Ability to work in team and individually;

Capacity in research and information analysis;

Good communication and writing skills;

Proficiency in oral and written English is required.

#### **Qualifications**

The incumbent will have a university degree in Architecture, Energy Engineering, Waste management, Project management, Urban or Regional Planning, Environment or related fields, with an emphasis on human settlements as well as waste management, and water and sanitation.

Please send your CV to Mr. Hezekiah Pireh Otieno (Pireh.Otieno@un.org), CC: Helda Wandera ([helda.wandera@un.org](mailto:helda.wandera@un.org)) indicating: ‘‘Project Manager HSCI’’, before the 2 May 2025

Duration Twelve (12) months

Grade Consultant

Duty Station Harare, Zimbabwe

Department/Office UN-Habitat UBSS

Post date 24/04/2025 - 12:00 pm

Deadline 02/05/2025 - 12:00 pm