

Jordan Municipal Support Project (JMSP)

Position: Canadian municipal (institution) partner for the Jordan Municipal Support Project

Salary Band: Volunteer

Project: Jordan Municipal Support Project (JMSP)

Location: Jordan

Duration: December 2017 – March 2022

Application Deadline: 3 December 2017

MAJOR PURPOSE

FCM is implementing a five-year project - Jordan Municipal Support Project (JMSP) - to support municipalities in the Central and Southern regions of Jordan.

The aim of the project is to strengthen the resilience of Jordanian municipalities. This will be done by:

- Strengthening the leadership, training and administrative capacity of the Ministry of Municipal Affairs (MoMA) and 12 municipalities to plan/deliver more inclusive services;
- Working with 12 municipalities to implement more inclusive planning and effective strategies in solid waste management; and
- Strengthening public engagement and knowledge sharing in Jordan and in Canada.

The project will also focus on community engagement, gender equality and social inclusion as mainstreaming strategies to ensure project success and sustainability.

JMSP receives funding from the Government of Canada through Global Affairs Canada (GAC).

KEY RESPONSIBILITIES

JMSP is seeking to establish a pool of Canadian municipalities, municipal organizations or regional municipal structures interested to serve as partners and models of expertise in municipal governance, solid waste management, and community engagement. These municipalities could expect to operate as a resource for deployment of said expertise to the project.

Specifically, JMSP is seeking municipal experts and/or teams with expertise in the following areas:

- Municipal governance and strategic planning
- Capacity building of elected officials and municipal staff (including development and delivery of training curriculum and activities)

- Public and citizen engagement, and participatory municipal planning
- Municipal administration and finance
- Solid waste management (including, but not limited to waste audits, municipal planning, innovative municipal recycling and composting programs that may or may not generate revenue)
- Community engagement in solid waste management (social marketing)
- Implementation and replication of pilot/demonstration projects
- Approaches to gender equality and social inclusion issues (women, youth and refugees)
- Knowledge management: systematization of lessons learned; documentation and strategic dissemination of best practices

JMSP staff will provide orientation, facilitate project progress, and assist with knowledge sharing events to support the partnership objectives.

Expected Municipal Contribution

FCM will recruit suitable Canadian municipalities, municipal organizations or regional municipal structures (ie: Municipalité Régionale de Comté) that have expressed interest and commitment to volunteer their human resources as in-kind contributions over the course of the JMSP who meet the necessary requirements. This will aid in promoting a partnership with local communities in Jordan. Such a partnership will allow for more continuous support and engagement with various members of the municipality as well as the broader community in Jordan.

The specific contributions made by the municipality include, but are not limited to:

- Identifying municipal practitioners and partners (elected officials, municipal corporate staff members and other municipal experts and relevant representatives from civil society organisations, private institutions, etc.) who can support the project;
- Identify internal best practices and innovative approaches;
- Hosting delegations from Jordan;
- Travelling to Jordan to deliver project-specific activities (ie: Capacity building workshops/training sessions, etc.); and
- Providing technical advice and coaching via skype and email to municipal governments and their partners in Jordan.

PARTNERSHIP APPROACH

JMSP will use a community-to-community partnering approach wherever possible to provide advice, training, and share best practices with partner municipalities in Jordan. JMSP might choose to engage individual municipal experts where the specific need is for a limited duration in time, and the expertise is specialised. In the community-to-community approach, it could be one Canadian municipality, a municipal organisation or regional municipal structures that will support one or a cohort of 2-3 Jordanian municipalities in the delivery of a specific project activity or set of activities. The support generally takes the form of training, mentorship and sharing best practices. Alternatively, one Canadian municipality may work with a cluster of municipalities with similar strategic goals.

Municipal teams typically involve one lead municipal expert, one political champion, and other municipal experts as needed.

Partnering enables your staff and municipality to reflect upon the great work you have done in municipal administration, strategic planning, solid waste management, citizen engagement and/or social inclusion. It also allows to fully document the success factors and methodological approaches associated with the best practices you developed and are intending to share and transfer. Hence, through JMSP your municipality will showcase its best practices to an international audience in not only Jordan, but also to FCM's network of partners active in over 23 countries around the world. Municipal partnership is truly an opportunity for personal, professional, and institutional growth as you will be challenged to communicate your strengths while mentoring international partners who are anxious to learn from your experience. While adapting your practices to different context(s), you will also learn how to modulate approaches to municipal entities operating in different environments managing different challenges.

TERMS OF PARTICIPATION

The Canadian municipalities and municipal organisations that are selected to be part of the resource pool for JMSP should:

- Be willing to source, within its staff/council, and arm's length Boards and Commissions, the required experts who will participate in the project on a volunteer basis under an official mandate from their municipality (*the expectation is that staff will not be required to take personal or vacation time to participate in missions*); and
- Be willing to engage their own community in project activities, as appropriate.

EXPERTISE REQUIRED

The successful partner municipality will have demonstrated one or a few of the following capacities:

- Demonstrated experience, practices and policies in **citizen engagement** and **participatory municipal planning**. The municipality should also have experience in using and successfully applying community engagement frameworks and provide examples of this such as building partnership with community groups and the civil society.
- Demonstrated experience in (and concrete examples of) **working with community groups that are often disenfranchised or disadvantaged** (ie: youth, women, refugees, marginalized populations).
- **Review of municipal capacity development programs** based on a consultative process with relevant stakeholders. The municipality should be able to discuss the process they used and provide concrete examples of initiatives developed as a result of the process.
- Demonstrated experience in **developing a capacity building program** for newly elected officials and/or municipal staff.
- Experience in training elected officials and municipal staff in **municipal legislation** and as such in collaborating with Ministries responsible for municipal affairs.
- Experience in municipal **solid waste management planning**. The municipality should be comfortable in sharing and training other municipalities in related mechanisms and processes that lead to the development of a plan.
- Experience in conducting **municipal waste audits** and training partners in associated tools and practices.

- A range of innovative **technology, low cost tools or programs in municipal solid waste management** specifically relating to recycling and/or composting, and revenue generation. If the municipality does not have direct experience, they can recommend a local partner who may be able to assist. It can also include experience in the creation and implementation of local revenue (waste related) initiatives in the community.
- Demonstrated experience in **distilling, documenting and disseminating lessons learned and best practices** in a Canadian and international context.
- **Experience in working with international delegates** and visitors and best practices in offering strategic advice on key processes and efforts related to municipal governance and/or solid waste management.
- Experience working abroad, ideally within the Middle East & North Africa (MENA) region and an understanding of the local context.

HOW TO APPLY

Municipalities interested in engaging in JMSP should apply by **December 3, 2017** here: <https://fcmcareers.wufoo.eu/forms/z2l7oaf1ctqvs0/>

Please note that only short-listed applicants will be contacted.

For additional information or inquiries on the JMSP program, or to be added to our e-mail distribution list for updates and notification of future opportunities for this program, please send an email to Elayna Katz at ekatz@fcm.ca or Lynda DeGuire at ldeguire@fcm.ca.