

**Terms of Reference (ToR)**

|  |  |
| --- | --- |
| **Position:** | **Urban Planner (Replacement Position)** |
| **Project:** | Revision of Functional Master Plan and Detailed Area Plan to make Rajshahi Metropolitan Development Plan (RMDP) Disaster Risk Sensitive |
| **Duty Station:** | Rajshahi, Bangladesh |
| **Duration:** | 1st July 2021 – 31st December 2021 |
| **Key Selection Criteria** | Masters or a Ph.D. in Urban Planning with minimum 15 years of proven experience in the Urban Planning and project management. |

1. **Background:**

The Rajshahi Development Authority (RDA) under the Ministry of Housing and Public Works of Government of the People’s Republic of Bangladesh has contracted a joint venture consisting of the Asian Disaster Preparedness Center (as the lead firm), Data Experts (Pvt.) Limited and Troyee Associates for revision of current Functional Master Plan and Detailed Area Plan of RMDP for an area of 364.19 sq.km (including twelve unions, two Pourashavas and one City Corporation)for the plan years, i.e. is 2024 and also to update the present information as well as to make the plan Disaster Risk Sensitive through integration of disaster risk information. The contract with RDA is between 06 June 2018 - - 31st December 2021.

The project is led by a Team Leader and Deputy Team Leader with a technical and support team as per the organogram shown below:

****

1. **Urban Planner**

The **Urban Planner (UP)** based inthe Project office in Rajshahi representing the Joint venturewill be the direct contact point for RDA on project technical and management matter. The UP is responsible for reviewing and compilation and analysis of field survey data and reviewing sectoral working papers and reports. The UP will ensure necessary support for successful delivery of the assignment in accordance with the RDA needs. The UP will make his best efforts to conduct an analytical review of the survey completion report, including sectoral studies. The UP will support the entire team with technical and management support from the Team Leader & Deputy Team Leader and operational support from the Office Manager.

1. **Key Responsibilities**

The specific responsibilities of this position are:

1. Review all working papers and (draft) interim report to link the pathway to structure plan, functional master plan and detailed area plan for Rajshahi as mentioned in the corresponding ToR. ;
2. Develop a full-scale training curriculum for Plan formulation for capacity building of Planners working in RDA, Municipalities and Union Parishad, which will be implemented as part of RMDP update;
3. Initial conceptualization for a roadmap for the development of a pro-poor development strategy to address urbanization in Rajshahi;
4. Undertake analytical review for setting zoning, sizing and placing for developing detailed urban planning guidelines (including height limitations, open spaces, building usage, etc.);
5. Conduct analytical review for growth trend analysis and projection of future spatial expansion;
6. Conduct Analytical review on Urban settlements that are subject to redevelopment and regeneration due to changing dynamics of economic growth and employment (e.g., the old city near Shahab bazar, shagor para, kazihata etc.);
7. Conduct analytical review to identify suitable locations for urban utility services (dumping grounds, waste water disposal etc.) to minimize the impacts on existing development and safeguard long term development proposals for the area;
8. Conduct analytical review to Identify sensitive areas where special controls are needed to ensure water quality and quantity, and protection of sites with natural water bodies (also conduct a review on RMDP waterbody conservation) and/or cultural heritage value to make most efficient use of an area’s resources/facilities/services and safeguard for future generations;
9. To prepare the Monitoring Plan guideline
10. Provide support to organize stakeholder consultation, PRA and national conference as mentioned in the ToR
11. Prepare project completion report and translate it in Bengali

The UP is responsible for reviewing and compilation and analysis of field survey data and reviewing sectoral working papers and reports. The UP will ensure necessary support for successful delivery of the assignment in accordance with the RDA needs. The UP will make his best efforts to conduct an analytical review of the survey completion report, including sectoral studies.

1. **Core Competencies**

The Urban Planner should have sound knowledge and experience in preparing master plans, land use plans and urban development plans at local and municipal/regional levels to integrate physical features, land use, environmental impact assessment, socio-economic, demographic statistic data analysis etc. He/she should also have knowledge and experience in urban disaster risk management and risk-sensitive land use plan development.

The Urban Planner should demonstrate skill sets of preparing working papers on city development plans, land use plans, drainage studies, population studies, urban economic studies, environmental studies, social services, transport studies, recreation, and tourism studies as well as risk-sensitive land use plans.

The Urban Planner should have batter knowledge tires of urban planning as such Structure plan, Sub-regional plan, Urban Area Plan, Rural area plan, Detail area plan, Land use plan and functional master plan which has to incorporate individually 30 Rajshahi City corporation, 12 unions as well as 3 Pourashava in the RMDP area.

1. **Key Qualifications**

**Education**

He/she should have a master’s or a Ph.D.' degree in Urban & rural/regional Planning, Physical Planning and should possess a minimum of 15 years’ practical experience in Urban Planning and Land use planning

***Work Experience***

A minimum of 15 years of substantive work experience in preparation master plan/ land use plan/urban development plan/ GIS activities, etc. Work experience in a similar Master Plan revision is desirable.

1. **Reporting and Coordination**

The UP will report to the Director of Urban Resilience Department at ADPC and perform day- to-day activities in close coordination with the Team Leader and Deputy Team Leader of the project. In addition, the UP will communicate with the RDA project team members of Rajshahi Project Office and others to ensure production of outputs and their delivery in compliance with RMDP work plan and agreed schedule.

**How to apply:** Interested Candidates, please submit the completed Consultant ADPC application form (downloadable from [www.adpc.net](http://www.adpc.net)), resume, copy of diploma(s) and certificate(s) together with a cover letter to [adpcjobs@adpc.net](mailto:adpcjobs@adpc.net) within 27th June 2021.

**IMPORTANT: The subject of the email must mention BDRDA/RMDP: Application for Urban Planner**

Qualified applicants may be evaluated through a competency-based interview and/or other assessment methods.

We encourage diversity in our workplace and support an inclusive work environment. Women are especially encouraged to apply.