

**REQUEST FOR CONTRACTOR
Deadline for applications: 20 October 2007**

The GEO Secretariat requires a contractor for short-term support for its work in the Societal Benefit Area (SBA) of Disasters.

Specifically, the following activities are planned for the contractor to support the Secretariat in the implementation of this work:

- Liaise with the co-leaders of the GEO Work Plan Tasks related to the Disasters SBA, in particular on task DI-06-08 and support for its implementation;
- Liaise with ISDR Secretariat in order to identify GEO's potential role in the Implementation of the Hyogo Framework.
- Liaise with National and International Organizations dealing with Risk Management and perform a Survey of best practices being applied in all phases of the Risk Management Cycle. The survey should not be a systematic one, but should include few clear cases that could best illustrate issues and solutions worldwide. The survey should have a particular focus on:
 - Use of observations: how the derived information is used in decision-making processes, what difference it makes, and what gaps need to be closed;
 - Users requirements: how they are gathered and identified and how and to which extent they are fulfilled; and
 - Early warning and emergency management, including dissemination of Warnings and Instructions.
- Identify the main characteristics of a GEO high level, disasters-related platform that will represent a tool to provide Users with both current and long-term information necessary for decision-support relevant to disaster risk management.
- Liaise with GEO Secretariat experts involved in GEOSS Architecture and Data activities in order to ensure that Disasters-related needs are taken into account in GEOSS implementation.
- Provide expertise and support in the definition and implementation of the GEO Web Portal, as regards structure and links related to the Disasters SBA.
- Prepare a report summarizing the outcome of the work performed, addressing in particular :
 - the main features of a multi-hazard approach to natural and human-induced disasters, addressing all risks;
 - the characteristics and structure of a possible GEO platform on Risk Management and the results of initial implementation activities; and
 - initial recommendations on the implementation strategy for the above elements worldwide.

Qualifications and attributes:

The successful candidate will have:

1. An understanding of the GEO process;
2. A good understanding of the key technical, operational and organizational issues linked with Risk Management, also gained from practical experience in this field;
3. A good understanding of the role of Earth observations in the context of all phases of Risk Management, in particular for issues relevant to Developing Countries;
4. Higher university education, excellent verbal and written communication skills, with fluency in English;
5. Excellent qualitative and quantitative skills in analysis, synthesis and computing; and
6. Excellent interpersonal and communication skills to work in international settings with representatives from a range of countries and geographical regions.

Duration of contract: The contract will be for a period of 11 months. The location will be the GEO Secretariat in Geneva.

Remuneration: Between USD 5,900 and USD 7,000 per month, to be decided in accordance with qualifications and previous experience.

Starting date: 1 January 2008

Application Procedure:

Interested applicants should apply via email to the GEO Secretariat at: secretariat@geosec.org The following documents should be submitted no later than 20 October 2007:

1. Letter of interest addressed to Secretariat Director José Achache;
2. CV/resume;
3. Example of previous work;
4. Three professional references.