

## Terms of Reference Joint Policy Advisory Team

### I. Mandate & Responsibilities

The Joint Policy Advisory Team (JPAT) offers a structured framework through which the technical expertise and advisory services of different UNCT agencies can be swiftly and predictably accessed in a coordinated manner and on a demand-driven basis.

The JPAT will serve as an internal think tank, focusing on providing the UNCT with innovative, coherent, and evidence-based advice on strategic and emerging development and humanitarian policy issues in Ethiopia, outlining the implications for the UNCT as a whole. As such, the JPAT will support the UNCT in developing common positions, inputs, and substantive messaging in relation to major national developments, working to support and enhance the effectiveness and coherence of UNCT policy engagement; advocacy and strategic communications; and programmes.

The JPAT will work closely with other UNCT support groups, especially the Inter-Agency Programme Team (IAPT); the pillar Technical Working Groups and sub-Working Groups; the UN Communications Group; the Operations Management Team; the M&E Technical Working Group; and the RC Office in ensuring that it provides solid foundations for UNCT decision-making on strategic policy issues.

The specific responsibilities of the JPAT in support of the UNCT will include to:

- Conduct research and analysis as required to provide evidence-based policy advice to the UNCT in relation to key national development programmes and processes, such as: national development and poverty reduction strategies, such as the GTP and the post-2015 development agenda; national and sectoral plans, such as the new policy on social protection; national budgets; aid coordination and development effectiveness initiatives, including in relation to the DAG; amongst others.
- Produce briefs, notes and options papers on major policy and emerging issues, for example on resilience and links between humanitarian and development interventions; MDGs lagging behind; or youth unemployment.
- Support and augment joint UNCT policy contributions to the development of national policies, plans, and strategies through cutting edge policy analysis and advice.
- Liaise with the Inter-Agency Programme Team to avoid duplication and ensure necessary coherence and synergy between policy and programme for effective results. Work with other UNCT support groups and external experts on identified partnership and advocacy opportunities.
- Support the production and quality assurance of UNCT knowledge and other joint products. This includes supporting the production of opinion pieces and joint publications on topical issues; UNCT reports and documents; and helping, as requested, conduct research and analysis for, or validate technical and policy issues in, joint programmes.
- Help convene policy forums and informal policy discussions with visiting senior officials from within and beyond the UN, academics, government officials, and development practitioners, on issues of relevant to the UNCT's work.
- Prepare common substantive message to support advocacy and outreach on relevant issues.

### II. Composition & Convener/Facilitator

To ensure that capacities are readily and predictably available for joint policy work, but also to ensure it is of a manageable size, the JPAT shall be comprised of a standing core group of around 5-8 senior UN advisors and policy

specialists designated by UNCT members. Participating agencies should nominate one or at most two members to this standing core group who will be expected to participate actively in its activities. Membership is on an individual basis as per Heads of Agencies' nominations; participation therefore cannot be delegated.

On specific issues as relevant, and in addition to the standing core group, members may be asked to call on their agencies' subject matter, regional and global expertise to participate in and contribute to its work; this could be done virtually.

The JPAT may also commission and oversee specific research as and when required. In addition, the JPAT will liaise as relevant with national, regional, and international development partners, NGOs, and think tanks, as well as UN expert networks to improve policy advice and outputs.

The convener and facilitator of the JPAT shall be the Policy Adviser to the Resident Coordinator/Humanitarian Coordinator, who will also be a member of the standing core group. Other members will act as moderators and leads for specific issues, depending on expertise.

### III. Modus Operandi

- a. Team Interactions: The JPAT interacts in person and virtually on a demand driven basis and in response to requests from the RC/UNCT. Members of the standing core JPAT are expected to actively participate in the work of the group. Not all members are expected to work on all issues; the JPAT will agree on a division of labour and lead for specific outputs based on the expertise, capacity, and interest of its members. The JPAT convener will seek expanded participation from other identified advisors as need be; these could be from within or beyond the UN. In this way the JPAT can expand and contract to ensure appropriate expertise is harnessed on any specific issue.
- b. Advisory Services: The JPAT provides policy advice and recommendations to the UNCT on a consensus basis, through a consultative process involving JPAT members and other contributing policy advisers or experts. The JPAT will ensure quality assurance and appropriate technical review for its outputs, including those commissioned from outside experts. Outputs of the JPAT can be made publicly available following a determination to do so by the UNCT.
- c. Publications: For an output (such as a policy brief or reports) intended for an external audience, a relevant governance mechanism will be put in place to ensure appropriate UNCT support and oversight of its preparation and, where relevant, Government support and oversight of the same. In preparing any such publication, the JPAT will work in a supportive capacity under the leadership of the relevant lead UN agency (ies).
- d. Core Competencies: Members of the JPAT standing core group shall be senior UN advisors and policy specialists (at a P4 level, or equivalent, or above) designated by UNCT members on the basis of their longstanding expertise on policy and strategic matters, especially as they relate to existing and emerging overall priority opportunities and challenges for the UNCT's work.
- e. Work planning: The JPAT will determine, to the extent possible, an annual plan of work each year, subject to revisions based on evolving demands from the UNCT. The JPAT will endeavour to produce at least 4 issues papers or briefs per year for UNCT consideration, and in addition can contribute to UNCT knowledge products and joint programme planning on an ongoing basis as capacity permits.
- f. Reporting: The UNCT will provide strategic direction, guidance and priorities to the JPAT and will approve the JPAT annual priorities and work plan. The UNCT will ensure that the necessary inter-agency capacity and resources are made available to implement that work plan. For its part, the JPAT, in consultation with the IAPT as necessary, will present its work plan, briefs and papers to the UNCT for endorsement, and will provide the UNCT and IAPT with regular update reports of its work and activities.
- g. Code of Conduct: All members of the JPAT, whether of the standing core group or those supporting its work on an ad hoc basis, will take part in and contribute to its activities as part of efforts to 'Deliver as One' and with a view to advancing the UNCT's collective thinking, analysis, strategic orientation, and programming interventions.

**IV. UN Coordination Mechanisms**

Supporting groups to the UNCT are laid out in the image below (Annex 1), with the relationship of the JPAT with the UNCT and other groups shown.

**Annex I**

