



Consultancy Notice
Voluntary National Review (VNR) Preparation Consultancy
St. Kitts and Nevis

The Ministry of Sustainable Development presents an opportunity to provide consultancy services to prepare the first Voluntary National Review VNR Report for St. Kitts and Nevis on the progress towards the implementation of the United Nations Sustainable Development Goals (SDGs) and the 2030 Agenda for Sustainable Development.

The assignment will require:

- a) Participate in national stakeholder consultations that include:
 - (i) sensitization sessions for stakeholders including Civil Society Organizations (CSOs) and the private sector to share their views on SDG implementation progress;
 - (ii) focus group sessions to discuss best practices and/or policies and strategies that have advanced implementation of the national development agenda and the 2030 Agenda in St. Kitts and Nevis.
- b) Review the draft report of the Stakeholders' Engagement for the Preparation of St. Kitts and Nevis's Voluntary National Review (VNR) to the 2022 High-Level Political Forum" and conduct additional stakeholder consultations in St. Kitts and Nevis to fill the information gap.
- c) Prepare an outline of the overall structure, flow and layout of the VNR.
- d) Identify the resources and perspectives required for each section of the VNR and work in coordination with the Government and SDG Focal Point to secure the necessary resources and involvement of the appropriate entities.
- e) Work with the National Sustainable Development Coordinating Committee (NSDCC) and the various sectoral Working Groups on the SDGs to facilitate further consultations, as needed, on engaging relevant stakeholders through a comprehensive and participatory process to inform the Key Messages of the zero draft of the VNR report.
- f) Facilitate, in collaboration with the Statistics Departments in St. Kitts and Nevis, the development of the content, inputs and data which are high-quality, accessible, timely, reliable and disaggregated by income, sex, age, race, ethnicity, migration status, disability and geographic location and other characteristics relevant in national contexts, required for drafting St. Kitts and Nevis's VNR Report.
- g) Review the Annual Progress Reports assessing the development agenda of St. Kitts and Nevis, annual sectoral and financial reports and plans, as well as other relevant reports, plans and documents from the private sector, civil society, academia and developmental partners, utilising the information contained in these reports and documents to inform the VNR.
- h) In coordination with the St. Kitts and Nevis Statistics Departments, conduct national and sub-national workshops (including in Nevis), as needed, to validate data track, including SDG priority indicators for St. Kitts and Nevis, where appropriate.
- i) Using the United Nations guidelines on VNR and the 2030 Agenda, the St. Kitts and Nevis Roadmap for SDG Implementation, as well as other data and reporting mechanisms, identify what should constitute the main policy messages of the VNR, in cooperation with the National Sustainable Development Coordinating Committee (NSDCC) and the various sectoral Working Groups on the SDGs, in consultation with civil society organizations, private sector and academia representatives.



j) Prepare the zero draft and main messages of St. Kitts and Nevis's VNR for review.

Interested persons are invited to submit electronically a letter expressing interest, and a Curriculum Vitae (CV) by **August 4, 2021** to the Permanent Secretary, Ministry of Sustainable Development, Bladen's Commercial Development, P.O. Box 186, Wellington Road, Basseterre, St. Kitts

Applications should be sent to the following email addresses:

elreter.simpson-browne@gov.kn

lcqueeley@gmail.com

auren.manners@gov.kn

nerissa.williams@gov.kn

Applicants will be contacted after the specified submission deadline in regard to the next step in the process.