

Terms of Reference

Regional Lead Consultant & Urban Rental Specialist

1. Background:

Habitat for Humanity (HFH) is an international nonprofit organization founded in 1976 as the world leader in addressing the housing challenges faced by vulnerable communities. Today HFH works in more than 70 countries worldwide to empower people in the poorest communities to overcome the chronic lack of decent housing. HFH works in close cooperation with local communities and partners to help people in need to build, repair and renovate their homes thus improving people's strengths and self-reliance through adequate shelter. HFH constantly seeks new affordable solutions to make homes safer, more energy efficient, provide water and sanitation solutions, mitigate effects of disasters and support housing microfinance. HFH also seeks to influence the way housing and related shelter issues are assessed, prioritized and funded by local, national and international governments and inter-government forums.

HFH started operating in Egypt in 1989 and is currently operating in more than 40 communities in 5 governorates across Egypt in partnership with strategic local partners and community members and has improved the lives of more than 48,000 households in more than 5 governorates in Egypt. Currently HFH Egypt is implementing a project to rehabilitate homes of the poorest families in Minya villages to provide families with safe, healthy, and dignified living conditions.

2. Objective of this consultancy:

Habitat for Humanity Egypt is seeking the services of a Regional Lead and Urban Rental Expert for inclusion of their CV in the Expression of Interest submission to UN-Habitat's *CALL FOR PROPOSALS: Towards Adequate Housing in the Arab Region: Evidence and Recommendations for Improving the Urban Rental Housing Market*.

If the proposal is selected, the consultant will provide expert technical guidance and oversight for the proposed research on urban rental housing across the Arab region, lead the implementation of the regional assessment and methodology development, oversee the work of the Housing Policy & Methodology Expert and the Pilot Country National Expert, and share technical updates and findings with the UN-Habitat team.

3. Scope of Work:

The Regional Lead and Urban Rental Expert will be responsible for the following:

- **Technical oversight and guidance for the regional research**
 - Lead the overall implementation of the regional assessment and methodology development, and ensure methodological rigor and consistency across the regional desk review, case studies, and pilot country analysis.
 - Design a robust methodology for assessing national urban rental housing markets, building on UN-Habitat's housing profile methodology.
 - Provide technical guidance to the Housing Policy & Methodology Expert and the Pilot Country National Expert.
- **Coordination and reporting**
 - Serve as the primary point of technical contact for UN-Habitat alongside the Project Lead from. Habitat for Humanity, providing updates on research progress, key findings, and methodological approaches.
 - Participate in regular coordination calls and meetings with Habitat for Humanity and relevant UN-Habitat teams.
- **Quality assurance and validation**
 - Review and validate outputs from the regional assessment, methodology framework, and pilot country fieldwork.
 - Ensure research findings and recommendations are evidence-based, actionable, and aligned with UN-Habitat standards.
- **Stakeholder engagement**
 - Provide input on engagement strategies for national and regional stakeholders.
 - Support the planning and execution of the Expert Group Meeting.

4. Deliverables:

The consultant will be expected to deliver the following outputs, in coordination with the Habitat for Humanity Project Lead. *Deliverables are indicative and subject to adjustment after project award if selected.*

- Inception report outlining analytical framework and team coordination.
- Technical inputs to the regional desk review and synthesis of findings.
- Draft and final Regional Assessment Report.
- Draft and final Methodology for Assessing Urban Rental Housing Markets.
- Concept note and presentation materials for the Expert Group Meeting.
- Technical review of the pilot country profile.
- Periodic progress updates to the Project Lead.

5. Timeline and payments:

The assignment will be implemented over 18 months, starting upon selection of the Expression of Interest if selected. If selected, payments will be issued as per the payment schedule agreed upon with UN-Habitat, based on approved deliverables submitted to Habitat for Humanity Egypt. Key payment milestones may include submission of the inception report, draft methodology, regional assessment draft, and final reports.

6. Consultant Qualifications:

- Based in one of the countries composing the Arab region.
- Advanced degree (Master's or higher) in Urban Planning, Housing Policy, Economics, Public Policy, or related field.
- Minimum 10 years of professional experience in housing policy, urban planning, or rental housing research, preferably in the Arab region.
- Demonstrated expertise in regional housing market assessments, rental laws and regulations, and comparative policy analysis.
- Proven experience leading multi-country or multi-stakeholder research projects, including methodology design, desk reviews, and synthesis of policy recommendations.
- Strong analytical skills and ability to translate complex data into actionable insights and policy guidance.
- Excellent writing and communication skills in English; fluency in Arabic.
- Experience engaging with government agencies, NGOs, and community-based organizations.
- Strong interpersonal, coordination, and leadership skills to oversee a small team of technical consultants.
- Active support of **HFHI Values:**

Humility – We are part of something bigger than ourselves

Courage – We do what's right, even when it is difficult or unpopular

Accountability – We take personal responsibility for Habitat's mission

Safeguarding: HFHI requires that all consultants take seriously their ethical responsibilities to safeguarding our intended beneficiaries, their communities, and all those with whom we work. Managers at all levels have responsibilities to support and develop systems that create and maintain an environment that prevents harassment, sexual exploitation and abuse, safeguards the rights of beneficiaries and community members (especially children), and promotes the implementation of Habitat for Humanity's code of conduct



We build strength, stability, self-reliance and shelter.

7. Application Process:

Interested consultants are invited to submit a proposal consisting of:

1. Technical Offer (60%):

- Consultant's CV highlighting relevant experience.
- Portfolio or links to previous similar work.

2. Financial Offer (40%):

- Gross Daily Rate including taxes.
- Proposed level of effort (number of days)

Applications must be sent to: hr@habitategypt.org

Subject line: "Regional Lead & Rental Consultant". Closing Date for Applications is November 18, 2025

Habitat for Humanity Egypt

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