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PROGRAMME SPECIALIST (SOCIAL AND HUMAN SCIENCES)

Post Number : SHS 164

Grade : P-4

Parent Sector : Social and Human Sciences Sector (SHS)

Duty Station: Paris

Job Family: Social and Human Sciences

Type of contract : Fixed Term

Duration of contract : 2 years with possibility of renewal

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 27-OCT-2022

UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

OVERVIEW OF THE FUNCTIONS OF THE POST

Based on UNESCO's "Global Call against Racism" which calls for UNESCO to advance meaningful agendas and cutting-edge solutions to the increase of racism and discrimination across the world, the Inclusion, Rights and Dialogue (IRD) Section in the Sector for Social and Human Sciences is leading the work pertaining to this challenge. The section covers topics such as social inclusion, antiracism and antidiscrimination, intercultural dialogue, routes of enslaved peoples, right to science and scientific freedom and promotes gender equality through the changing mindsets and combating harmful stereotypes and gender norms, and countering men's violence against women.

Under the overall authority of the Assistant Director-General for Social and Human Sciences (SHS) and the direct supervision of the Chief of the Inclusion, Rights and Dialogue Section, the incumbent will be responsible for the design, implementation, monitoring, evaluation and reporting on programmes and flagships linked to policies to advance social inclusion, antiracism and anti-discrimination – including the

Roadmap against racism and discrimination and the annual Global Forum against Racism and Discrimination - and the rights and respect of persons with disabilities. When required, the incumbent will moreover assist the Chief of Section as a Deputy Head of Section in following-up on, and overseeing the overall workstreams of the IRD Section. In particular, s/he will:

- Manage, coordinate, implement and monitor the IRD programme in line with the C/5 Programme and Budget, the C/4 Medium-Term Strategy and other common UNESCO and United Nations strategic documents and global development plans, such as the 2030 Sustainable Development Goals (SDGs), particularly through capacity building, policy advice, technical assistance, advocacy, research and networking of relevant stakeholders in the SHS Sector's fields of competence.
- Increase the relevance and the impact of the SHS programmes on the ground by strengthening collaboration with relevant Field Offices, SHS Sections and Programme Sectors and Global Priorities (Africa and Gender Equality) in areas pertaining to the global IRD workstreams.
- Provide strategic and policy advice to Governments in close cooperation with the SHS Sector at Headquarters, National Commissions, as well as international and regional organizations and universities, the International Coalition of Inclusive and Sustainable Cities (ICCAR) and other relevant networks, within the thematic areas of the IRD programme. Provide input, including data and statistics for the preparation of reports and briefings on the implementation of programmes and projects.
- Develop strategic partnerships and mobilize extra-budgetary resources to reinforce the Regular Programme of the IRD Section. Promote and strengthen partnerships and networking, as well as research, advocacy and capacity-building.
- Create synergies between needs and current trends on the ground and what UNESCO and SHS can offer, and promote and reinforce the leading role of SHS.

COMPETENCIES (Core / Managerial)

Communication (C)

Accountability (C)

Innovation (C)

Knowledge sharing and continuous improvement (C)

Planning and organizing (C)

Results focus (C)

Teamwork (C)

Professionalism (C)

Building partnerships (M)

Driving and managing change (M)

Leading and empowering others (M)

Making quality decisions (M)

Managing performance (M)

Strategic thinking (M)

For detailed information, please consult the [UNESCO Competency Framework](#).

REQUIRED QUALIFICATIONS

Education

- Advanced university degree (Master's or equivalent) in the field of social sciences, economics, human sciences or a related discipline.

Work Experience

- A minimum of 7 years of progressive relevant professional experience in one or more of the following thematic areas: antiracism, human rights and social inclusion, of which preferably 3 years acquired at international level.
- Experience in advancing partnerships with top knowledge organizations, and in applying advanced analytical frameworks to complex challenges.

- Experience in results-based project design and management in a multilateral context and planning, development and implementation of programmes and projects.
- Proven record of successful fund-raising and knowledge of other resource mobilization mechanisms.

Skills and competencies

- Analytical capacities and deep knowledge of policies to foster inclusive societies.
- Organizational and project management skills.
- Proven ability to provide high-level advice and technical support in public policy, planning and research.
- Strong sense of responsibility, tact and discretion.
- Excellent coordination and interpersonal skills, flexibility, drive and enthusiasm.
- Excellent written and oral communication skills, including the ability to prepare and present findings and recommendations on issues clearly and concisely.
- Capacity to build and maintain effective working relations with national/local authorities, relevant institutions, intergovernmental and non-governmental organizations.
- Ability to participate effectively in high-level negotiations with internal and external partners.
- Ability to work in a team in a multi-cultural environment.
- Solid IT skills including knowledge of office software.

Languages

- Excellent knowledge (written and spoken) of English or French and good knowledge of the other.

DESIRABLE QUALIFICATIONS

Work Experience

- Experience in multilateral settings and organizations, and intergovernmental processes and procedures.
- Experience in working with a wide variety of stakeholders, including the private sector, media and artistic networks.

Skills and Competencies

- Good knowledge of UNESCO's work, and familiarity with SHS Sector activities.
- Familiarity with the work and general functioning of international organizations and/or the United Nations System.

Languages

- Knowledge of other official language of UNESCO (Arabic, Chinese, Russian and/or Spanish).

BENEFITS AND ENTITLEMENTS

UNESCO's salaries consist of a basic salary and other benefits which may include if applicable: 30 days annual leave, family allowance, medical insurance, pension plan etc.

The approximate annual starting salary for this post is 111 891 USD.

For full information on benefits and entitlements, please consult our [Guide to Staff Benefits](#).

SELECTION AND RECRUITMENT PROCESS

Please note that all candidates must complete an on-line application and provide complete and accurate information. To apply, please visit the [UNESCO careers website](#). No modifications can be made to the application submitted.

The evaluation of candidates is based on the criteria in the vacancy notice, and may include tests and/or assessments, as well as a competency-based interview.

UNESCO uses communication technologies such as video or teleconference, e-mail correspondence, etc. for the assessment and evaluation of candidates.

Please note that only selected candidates will be further contacted and candidates in the final selection step will be subject to reference checks based on the information provided.

UNESCO recalls that paramount consideration in the appointment of staff members shall be the necessity of securing the highest standards of efficiency, technical competence and integrity. UNESCO applies a zero-tolerance policy against all forms of harassment. UNESCO is committed to achieving and sustaining equitable and diverse geographical distribution, as well as gender parity among its staff members in all categories and at all grades. Furthermore, UNESCO is committed to achieving workforce diversity in terms of gender, nationality and culture. Candidates from non- and under-represented Member States ([last update here](#)) are particularly welcome and strongly encouraged to apply. Individuals from minority groups and indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the highest level of confidentiality. Worldwide mobility is required for staff members appointed to international posts.

UNESCO does not charge a fee at any stage of the recruitment process.

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