

# PROGRAMME SPECIALIST (SOCIAL AND HUMAN SCIENCES)

Post Number : 6CMSHS0001RP

Grade : P-4

Parent Sector : Social and Human Sciences Sector (SHS)

Duty Station: Yaounde

Job Family: Social and Human Sciences

Type of contract : Fixed Term

Duration of contract : 2 years

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 03-JAN-2025

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

## Organisation Description

UNESCO is the United Nations Educational, Scientific and Cultural Organization. It contributes to peace and security by promoting international cooperation in education, natural sciences, social and human sciences, culture, and communication and information. UNESCO promotes knowledge sharing and the free flow of ideas to accelerate mutual understanding and a more perfect knowledge of each other's lives. It comprises 194 Member States and 12 Associate Members and employs over 2,300 staff members of 170+ nationalities in its Headquarters and its 54 field offices around the world.

## OVERVIEW OF THE FUNCTIONS OF THE POST

This position is located in UNESCO's Social and Human Sciences Sector (SHS) which strives to accomplish a fundamental humanist mission enhance efforts against violence, racism and discrimination, combat gender stereotypes, deploy the power of sports for social inclusion, promoting intercultural dialogue and supporting youth, women and people with disabilities. SHS collaborates with Member States to protect scientists and trust in science through UNESCO's 2017 Recommendation on Science and Scientific Researchers, and enhancing the science-policy nexus via the Management of Social Transformation (MOST) Programme.

SHS also focuses on fostering inclusive societies and ensuring the ethical development of emerging technologies, including Artificial Intelligence (AI), in line with UNESCO's Recommendation on the Ethics of AI. This global standard aims to leverage the positive impact of AI while addressing its inherent risks. Getting AI governance right is one of the most consequential challenges of our time, and countries around the world are now in the process of implementing the Recommendation, with UNESCO supporting them through various capacity-building efforts.

The successful candidate will lead UNESCO's actions on Social and Human Sciences in Central Africa, and be responsible for the following:

- Provide strategic advice for the advancement of better governance of AI, through the implementation of the Recommendation on the Ethics of AI. This involves guiding the national deployment of AI Readiness Assessments in the region, identifying strategic opportunities, building networks and contacts, and developing work plans.
- Manage the advancement of SHS priorities on championing the anti-racism and anti-discrimination agenda; promoting trust in science and protecting scientists and scientific

freedom; leveraging sports for social inclusion via Fit for Life; promoting gender equality, intercultural dialogue, and youth-led initiatives; and facilitating social and human science-based policy-making through the MOST Programme.

- Manage, coordinate, implement and monitor SHS Programmes in the countries covered by the office, in line with the C/5 Programme and Budget document, the UNESCO Country Programming Documents, the countries' United Nations Sustainable Development Cooperation Framework (UNSDCF) and other common UN strategic country instruments, particularly through capacity building, policy advice, technical assistance, and networking of relevant stakeholders in the SHS Sector's fields of competence.
- Provide strategic and operational advice to Governments in close cooperation with the SHS Sector at Headquarters, in SHS thematic areas. 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 (with particular emphasis on UN funds) to reinforce the Regular Programme. Promote and strengthen partnerships and networking, as well as research and capacity-building, on SHS Sector priority areas namely with African social scientists' organizations.
- Increase the relevance and the impact of SHS Programmes on the ground and create synergies between needs on the ground and what UNESCO and SHS can offer.

Under the overall authority of the Assistant Director-General for Social and Human Sciences (SHS) and the direct supervision of the Director of the UNESCO Regional Office for Central Africa based in Yaoundé, Cameroon, the incumbent will be responsible for the design, implementation, monitoring, evaluation, and reporting of the UNESCO Social and Human Sciences Programme for the countries covered by the Office. He/she will ensure SHS's contribution to the United Nations Sustainable Development Cooperation Framework (UNSDCF) and to the Agenda 2030, as well as to the United Nations Country Team's (UNCT) programmatic work and Delivering as One exercise in the countries covered by the Office. S/he will work within the frameworks of UNESCO's Medium-Term Strategy (C/4s), its approved Programme and Budget (C/5) and according to global development plans such as the 2030 Sustainable Development Goals (SDGs).

#### **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)

Driving and managing change (M)

Strategic thinking (M)

Making quality decisions (M)

Building partnerships (M)

Leading and empowering others (M)

Managing performance (M)

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

#### **REQUIRED QUALIFICATIONS**

##### **Education**

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

#### Work Experience

- Minimum 7 years of progressive relevant professional experience in the areas of social and human sciences at national and international level.
- Experience in one or more of the following thematic areas: management of social transformations, social inclusion, intercultural dialogue, bioethics and ethics of science and technology including issues of artificial intelligence, youth and sport.
- Experience in fund raising and resource mobilization.
- Experience in conducting research and producing research papers.

#### Skills/Competencies

- Good knowledge of UNESCO's work in the field, and familiarity with SHS Sector activities.
- Good analytical, organizational and project management skills.
- Proven ability to communicate (in writing and oral), advocate, and negotiate with colleagues, staff and stakeholders at all levels within and outside the organization.
- 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.
- 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.
- Demonstrated capacity to provide guidance and to lead and motivate a multicultural team with sensitivity and respect for diversity.

#### Languages

- Excellent knowledge of English or French and good knowledge of the other language

### **DESIRABLE QUALIFICATIONS**

#### Education

- **ADVANCED UNIVERSITY DEGREE (PH.D. OR EQUIVALENT) IN SOCIAL AND HUMAN SCIENCES OR A RELATED DISCIPLINE.**

#### Work Experience

- Demonstrated experience in international cooperation Programmes.
- Demonstrated experience in establishing and maintaining professional networks.
- Research and analysis in the fields relevant to the post as demonstrated through authored peer-reviewed publications).

#### Skills/Competencies

- Good knowledge of UNESCO's work, and familiarity with Social and Human Sciences Sector activities.
- Knowledge of the geopolitical context of the region.

### Languages

- Knowledge of another 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 116 607 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.*

Please note that UNESCO is a non-smoking Organization.