

PROGRAMME SPECIALIST (EDUCATION)

Post Number : ED 040

Grade : P-4

Parent Sector : Education Sector (ED)

Duty Station: Paris

Job Family: Education

Type of contract : Fixed Term

Duration of contract : 2 years, renewable

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 05-AUG-2024

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

OVERVIEW OF THE FUNCTIONS OF THE POST

Under the overall authority of the Assistant Director-General for Education (ADG/ED), the guidance from the Director of the Division for Peace and Sustainable Development and the direct supervision from the Chief of Section of Global Citizenship and Peace Education, the incumbent will serve as Programme Specialist for UNESCO's activities on global citizenship, peace and human rights education. Further, s/he will ensure the development and delivery of a wide spectrum of activities and projects in line with the established priorities of the Section. S/he will coordinate UNESCO's follow-up efforts to the adoption of the Recommendation on Education for Peace, Human Rights and Sustainable Development (2023), oversee the reporting process on the Recommendation and related monitoring activities, and advise and support countries in their implementation efforts, notably as concerns educational planning. This can include designing and coordinating research and developing policy guidance documents and briefs with a variety of internal and external partners, individual experts and institutions. S/he will mobilize resources to support the Section's work plan through the preparation of project proposals (draft and budget), cooperation frameworks, and negotiation with funding entities. S/He will develop and sustain productive partnerships that expand the visibility and reach of UNESCO's work in this area.

In particular, the incumbent will be expected to perform activities such as:

1. In the context of work in follow-up to the adoption of the 2023 Recommendation:
 - Develop, and promote the use of, policy and practical guidance on the Recommendation. This includes developing tools for target populations in consultation with various teams within UNESCO, advocating their use and organizing capacity-building activities for users.
 - Coordinate the reporting process and development of related tools. Support countries as necessary to comply with their reporting obligations.
 - Design and coordinate research on topical issues.
 - Support policy learning among countries in order to improve implementation.
 - Advocate for the implementation of the Recommendation and undertake impactful communication efforts in support of the Recommendation.
 - Support and sustain the network of country focal points for the Recommendation.

2. In the context of Global Citizenship, Peace and Human Rights Education related work:
 - Provide strategic guidance on UNESCO activities related to the Global Citizenship and Peace Education section, with a special focus on global citizenship, peace and human rights

education and interculturality, with a lifelong learning perspective, and coordinate engagement of Member States and partners in these areas.

- Provide guidance and monitor the work of regional and field offices in these domains and offer technical advice, including capacity development resources to field personnel, and promote the exchange of experiences and lessons learned from implementation.
- Support countries' policy peer learning and UNESCO to capitalize on its experience in view of enhancing country action in these areas.

3. Coordinate and ensure timely, high-quality synergies with other UNESCO Sectors, Institutes and education-related areas of work relevant to her/his responsibilities.

4. Contribute to resource mobilization by playing an active role in fundraising, project proposal developments, submissions and follow-up. Locate and mobilize resources and ensure timely preparation of extra-budgetary projects' progress reports.

5. Pursue and maintain strategic partnerships to advance the Section's programmatic work related to her/his areas of focus and ensure good communication and visibility of results.

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)

Strategic thinking (M)

Managing performance (M)

Making quality decisions (M)

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

REQUIRED QUALIFICATIONS

Education

- Advanced university degree (Masters or equivalent) in the field of Social or Human Sciences, History, Education, Political Science or related fields.

Work Experience

- A minimum of 7 years of progressively responsible relevant professional experience on issues related to peace and human rights education, civic and citizenship education, or global citizenship education of which 3 years acquired at the international level.
- Demonstrated experience in designing, managing, monitoring and evaluating projects/programmes.
- Demonstrated ability to provide policy advice: initiating and coordinating the development of international policy documents, guidance notes or technical materials in the field of education.
- Proven experience in fundraising and resource mobilization.
- Experience in communication and outreach activities.
- Experience developing, building, and sustaining partnerships with a variety of regional and

international partners.

Skills and competencies

- Very good understanding of education issues and challenges related to the development and mainstreaming of global citizenship education or any of its related approaches in national contexts.
- Analytical skills and ability to collect, synthesize and analyze information from various sources as well as to prepare, present and discuss findings and recommendations clearly and concisely.
- Demonstrated ability to plan strategically, and to translate strategy into priorities and actions.
- Familiarity with the work and general functioning of international organizations and/or the United Nations System.
- Very good drafting skills in English or French.
- Ability to establish and maintain effective working relationships in multicultural environments with external and internal partners.
- Ability to manage complex tasks, work under pressure and to very tight deadlines.

Languages

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

DESIRABLE QUALIFICATIONS

Work Experience

- Solid working experience with government authorities at different levels and familiarity with the work and general functioning of international organizations and/or the United Nations System.
- Experience working with civil society organizations and networks
- Experience in the management of international education programmes.

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 125 036, 14 US \$.

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.

Unesco is non-smoking organization.