

PROGRAMME SPECIALIST (EDUCATION)

Post Number : 5JOED0023RP

Grade : P-4

Parent Sector : Education Sector (ED)

Duty Station: Amman

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) : 16-10-2024

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 and the direct supervision of the Head of the UNESCO Amman Office, the incumbent of the post will lead the overall strategic priority setting, and coordinate the management and implementation of UNESCO's Regular Programme Activities as well as extra-budgetary projects in the field of education by providing policy advice and mobilizing financial and technical support to the Member State in the review and formulation of its education sector wide policy, the development of its education strategies and plans, and the implementation of its TVET reform. Within this context, the incumbent will carry out the following duties and responsibilities:

- Design, manage, coordinate and monitor the implementation of system strengthening programme activities in support to the Government of Jordan for its educational planning, management and policy development, and the reform of its TVET sub-sector. Establish UNESCO's strategic niche in education for Jordan as well as conceptualize technical assistance and capacity development projects in strategic areas of UNESCO's comparative advantage.
- Provide intellectual, strategic and practical advice on education policies to the Jordanian Ministry of Education in cooperation with the Education sector at Headquarters, Education institutes, regional bureau, as well as with international organizations concerned, particularly in key areas relating to the alignment of Jordan's education policies to the SDG4-Education 2030 Agenda.
- Mobilize extra budgetary resources to support sector-wide planning, education policy analyses and refinements, national education system's strengthening including direct operational interventions, as needed, in line with the Government of Jordan's development priorities.
- Develop joint workplans, projects and programmes with other UN agencies and partners, and lead UNESCO's technical contributions within the UN Cooperation Framework (UNCF). Actively participate and make inputs to other relevant UN working thematic groups, education development partners group and development cooperation coordination mechanisms by advocating for a system-strengthening approach in education in response to the development and humanitarian nexus.

- Undertake project management and provide technical backstopping including ensuring financial and human resources management of the education sector programme and supervise project consultants, experts, and other service providers, and follow through on the delivery and dissemination of quality 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)

Strategic thinking (M)

Making quality decisions (M)

Managing performance (M)

Leading and empowering others (M)

Driving and managing change (M)

Building partnerships (M)

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

REQUIRED QUALIFICATIONS

Education

- Advanced university degree (Master's or equivalent) in education policy, science, social sciences, engineering, economics, or related field.

Work Experience

- A minimum of 7 years of progressively responsible professional experience in the field of education, of which preferably 3 years acquired at the international level.
- Proven experience in providing policy advice in the field of education.
- Experience in fundraising and resource mobilization.

Skills and competencies

- Proven conceptual, analytical and technical skills including the ability to provide expert advice on educational policy and strategic planning and management.
- *Ability to interact with a wide range of high-level partners.*
- Knowledge of the global SDG4-Education 2030 agenda including regional frameworks as well as country level follow up Action Plan requirements, including UIS-led monitoring and evaluation arrangements.

- Good understanding of the educational challenges in the Arab Region and in Jordan.
- Ability to collect evidence, synthesize and analyze information or data from various sources for informed decision-making purposes.
- Strong problem-solving skills.

- Ability to identify emerging educational trends, needs and priorities and ability to plan strategically along with demonstrated ability to translate strategies into project proposals or actionable recommendations.
- Ability to work in a team and to maintain effective working relationships in a multicultural environment.
- Strong managerial skills and ability to lead a team.
- Excellent communication, coordination and interpersonal skills.

Languages

- Excellent knowledge (written and spoken) of English.

DESIRABLE QUALIFICATIONS

Skills and competencies

- Familiarity with the general working procedures of international organizations and/or the United Nations System.

Languages

- Working knowledge of Arabic and/or French.
- Knowledge of other UNESCO official languages (Chinese, Russian, 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 108 565 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.
Please note that UNESCO is a non-smoking Organization.