

PROGRAMME SPECIALIST (NATURAL SCIENCES)

Post Number : 3CLSC0001RP

Grade : P-3

Parent Sector : Field Office

Duty Station: Santiago

Classification of duty station : [[filter12]]

Standard Duration of Assignment: [[filter13]]

Job Family: Natural Sciences

Type of contract : Fixed Term

Duration of contract : 2 years

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 30-SEP-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 Natural Sciences (ADG/SC) and the direct supervision of the Director of the UNESCO Multisectoral Regional Office in Santiago, the incumbent will participate in identifying needs, developing, planning, organising, implementing, monitoring, evaluating, and providing technical support for UNESCO's programmes and activities in Natural Sciences. The focus will be on ecological earth sciences, water sciences, science policy, capacity building, and disaster risk reduction within the Santiago Regional Office.

The incumbent will support member states within the regional coverage in implementing Regional and National Development Plans and the United Nations Sustainable Development Cooperation Frameworks (UNSDCF), contributing to the 2030 Agenda for Sustainable Development. As part of the interdisciplinary team at UNESCO Santiago, the incumbent will collaborate with relevant stakeholders and receive technical guidance from the SC Programme Divisions at UNESCO Headquarters and Natural Sciences Programme Specialists in other regional offices in Latin America and the Caribbean.

- Contribute to the design, planning, implementation and monitoring of the programme and activities related to UNESCO's Natural Sciences Sector funded under Regular and Extra Budgetary resources; and build human and institutional capacities for the region's different Natural Science programme activities.
- Provide advisory services and technical assistance, and plan, execute, and evaluate UNESCO's programme activities to advance and apply natural sciences in the member states within the region.
- Maintain close contacts with the concerned regional/national/local authorities and contribute to developing national science policies. The incumbent will maintain and ensure relations with relevant intergovernmental and non-governmental organisations in this context.
- Support developing and implementing science-related programmes and activities in partnership with the Member States within the UNESCO Santiago Region.

- Interacts with Programme Specialists within UNESCO, donors, NGOs, the National Commissions and UNCTs, Natural Sciences related Government Ministries, Departments and Agencies, tertiary education as well as research and development (R&D) institutions in the region regularly for programme, project and joint administrative matters.
- Identify, design and implement extrabudgetary projects to reinforce the Office's Regular Programme activities and contribute to resource mobilisation in support of interdisciplinary programme activities in Natural Sciences to implement national, regional and Global strategies for sustainable development in the UNESCO Santiago Office mobilising funding for global initiatives from HQs.
- Participate in joint programming and Delivery as One exercise within the framework of the UN Reform such as Common Country Assessment (CCA), the United Nations Sustainable Development Cooperation Frameworks (UNSDCFs), and Regional OIBC.
- Prepare inputs for the Programme and Budget documents (C/5) and related work plans and contribute to the Director-General's report on organisational activities (C/3) and the Medium-Term Strategy document (C/4).

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)

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

REQUIRED QUALIFICATIONS

Education

- Advanced University degree (Master's or equivalent) in the field of Natural Sciences (Environment, Ecology, Hydrology, Earth Sciences and Basic Sciences) and Engineering.

Work Experience

- A minimum of four years of progressively responsible and relevant professional experience in the field of Natural Science, of which preferably two years acquired at international level.
- Experience in planning, designing, managing, implementing and evaluating programmes and projects related to the field of Natural Sciences.
- Proven resource mobilization experiences and partnership building for international science programmes.

Skills and Competencies

- Proven resource mobilization skills.
- Excellent interpersonal and communication skills (verbally and in writing).
- Ability to build and maintain working relations with national/local authorities, institutions and relevant intergovernmental and non-governmental organizations.
- Ability to maintain effective working relationships in a multicultural environment.
- Discretion and maturity of judgement.
- Good knowledge of standard office software (word processing, spreadsheets, etc.)
- Good analytical, organizational and project management skills.
- Knowledge of Results-Based Management tools.

Languages

- Excellent knowledge of Spanish and English (spoken and written).

DESIRABLE QUALIFICATIONS

Education

- PhD in Natural Sciences, engineering or a related field.

Work Experience

- Experience in the organisation and coordination of international workshops, meetings and events.
- Experience within government in the field of Natural Sciences.
- Experience with specialised agencies of the UN system and/or professional NGOs and/or organisations for international technical cooperation.
- Demonstrated experience in establishing and maintaining professional networks.
- Experience in promoting South-South cooperation in capacity building in natural sciences applications at the national and regional levels.

Skills and Competencies

- Knowledge of the 2030 Agenda for Sustainable Development.
- Good knowledge and understanding of the UNESCO SC Natural Sciences Programmes.

Languages

- Knowledge of another official language of UNESCO (Arabic, Chinese, French, Russian)

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 86,627 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.