

PROGRAMME SPECIALIST (EDUCATION)

Post Number : ED 604

Grade : P-3

Parent Sector : Education Sector (ED)

Duty Station: Paris

Job Family: Education

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) : 30-SEP-2022 (EXTENDED)

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, Education (ADG/ED), guidance from the Director of the Division for Policies and Lifelong Learning Systems (DIR/ED/PLS), and direct supervision from the Chief of Section for Teacher Development (Chief/ED/PLS/TED), the incumbent is responsible for implementing, monitoring and reporting on teacher policy and professional development projects and programmes, with an emphasis on innovative educational approaches. The incumbent will be expected to perform the following essential duties:

- Implement, monitor, evaluate and report on projects and programmes concerning teacher policies, teacher education and professional development, including curriculum, teaching standards and competency frameworks, in line with UNESCO's teacher policy development guide, normative instruments and educational perspectives.
- Contribute to, and provide guidance on, UNESCO activities related to the monitoring and safeguarding of the ILO/UNESCO Recommendation concerning the status of teachers and UNESCO's Recommendation concerning the status of higher education teaching personnel, including the work of the Committee of Experts on the Application of the Recommendations (CEART).
- Strengthen the evidence-base of UNESCO's work on teachers, including statistical analysis and data collection regarding teachers' status and professional development. Identify evidence-gaps and where further analytic work will be required.
- Promote, identify, systematize, and share effective pedagogical innovations, in particular concerning the digital transformation of education, to improve teacher policy and practice, including award-winning experiences such as the UNESCO-Hamdan Prize for Teacher Development, other UNESCO Prizes, and prominent initiatives carried out by partners.
- Contribute to producing teacher development courses and materials and leverage those of UNESCO's networks and partners to promote capacity building and technical assistance to Member States and teacher education institutions, in collaboration with colleagues in the Sector, including Field Offices, UNESCO Institutes and Category II Centres.
- Contribute to resource mobilization by playing an active role in fund raising and project proposal developments, submissions and follow-up. Locate and mobilize resources and ensure the preparation of extra-budgetary projects progress reports, including the submission of essential information to concerned parties to support the timely finalization of accurate financial reports.

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)

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced University degree (Master's or equivalent) in education, pedagogy, social sciences, international development, public policy or closely related fields.

WORK EXPERIENCE

- Minimum of 4 years of relevant professional experience in international development, education policy and practice, of which preferably 2 years acquired at the international level.
- Experience in evidence-based policy analysis and in the design, implementation and evaluation of teacher education programmes.
- Experience in data analysis, educational research and the management of international education programmes including digital transformation programmes.

SKILLS/COMPETENCIES

- Proven ability to draft high quality, clear, concise analyses and reports.
- Excellent project management skills, including budgeting and monitoring of projects and activities
- Demonstrated fund raising and resource mobilisation skills.
- Excellent management, coordination, interpersonal and negotiation skills, as well as an ability to network with a range of partners, donors and other stakeholders.
- Demonstrated skills in curriculum development and instructional design, especially for teacher education and professional development
- Knowledge of teacher competency and qualification frameworks and of teaching standards and their operationalization
- Excellent presentation skills and ability to communicate effectively and persuasively in a multicultural environment.
- Excellent digital skills.

LANGUAGES

- Excellent knowledge (written and spoken) of English and working knowledge of French.

DESIRABLE QUALIFICATIONS

WORK EXPERIENCE

- Experience in collecting and analysing data at the international level.
- Experience developing and disseminating knowledge products, including for advocacy, academic and agenda setting purposes.

- Experience in management, design and coordination of teacher initial education and continuous professional development programmes and strategies at the international level.
- Experience in the development and management of ICT-based, on-line and hybrid education programmes, including Learning Management Systems and other technologies, including apps, radio, and television.
- Experience in the analysis of educational innovations, including those derived from the digital turn, their impact, replicability and scalability.
- Experience mobilizing expert groups and advisory committees in education.
- Experience in successful resource mobilization, grant writing and fundraising.

SKILLS/COMPETENCIES

- Knowledge of international normative instruments, including human rights, concerning education.
- Knowledge of the 2030 Agenda for Sustainable Development and, in particular, SDG 4 and the processes for monitoring and advancing progress toward the goals, in particular 4.c
- Familiarity with the work and functioning of UNESCO and the UN System.

LANGUAGES

- Good knowledge of Spanish.
- Knowledge of other UNESCO Official languages (Arabic, Chinese and Russian).

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

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 USD 84,634.

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.