

Vacancy Announcement—Internal/External

VACANCY ANNOUNCEMENT NUMBER
DEADLINE FOR APPLICATIONS
POST TITLE AND LEVEL
POST NUMBER
DUTY STATION
ORGANIZATIONAL UNIT

CCD/10/P/INT&EXT/02/**Re-advertisement**
17 March 2010
Resource Mobilization and Partnership Building, P-5
509473
BONN, GERMANY
SECRETARIAT OF THE UNITED NATIONS
CONVENTION TO COMBAT DESERTIFICATION
(UNCCD)
USD 113,404

INDICATIVE MINIMUM GROSS ANNUAL
REMUNERATION

RE-ADVERTISEMENT
INTERNATIONAL RECRUITMENT
APPOINTMENT LIMITED TO SERVICE WITH UNCCD

The objective of this Convention is to combat desertification and mitigate the effects of drought in countries experiencing serious drought and/or desertification around the world, particularly in Africa, through effective action at all levels, supported by international cooperation and partnership arrangements, in the framework of an integrated approach which is consistent with Agenda 21, with a view to contributing to the achievement of sustainable development in affected areas.

The functions of the secretariat are, among others, to make arrangements for sessions of the Conference of the Parties (COP) and its subsidiary bodies. In addition the secretariat also provides assistance to Parties in implementing the Convention.

In accordance with the decisions adopted by the Conference of the Parties and its subsidiary bodies, the Executive Direction and Management Unit (EDM) defines the strategic planning and provides the policy guidance to the units of the secretariat that is necessary to the effective discharge of their missions.

EDM also organizes internal management processes and ensures an adequate information flow within and through the secretariat. It manages the mobilization of resources, analyses emerging policy issues, coordinates the representation of the secretariat at external meetings and related UNCCD events and ensures that appropriate follow-up actions are taken with the aim to promote the Convention's objectives and facilitate the UNCCD implementation process.

EDM further provides support and advice to the COP, its subsidiary bodies and the respective Bureaus. It coordinates working relationships with various counterparts, including Parties, United Nations bodies and other international, intergovernmental and non-governmental organizations.

DUTIES AND RESPONSIBILITIES

The Resource Mobilization and Partnership Building will be part of the Office of the Executive Secretary and will advise the Executive Secretary on all matters related to partnership building and resource mobilization. The Resource Mobilization and Partnership Building will be working closely with the colleagues of EDM (Executive Direction and Management) under the supervision of the Executive Secretary and in consultation with the Deputy Executive Secretary, including representing the Executive Secretary and speaking on behalf of the secretariat. The Resource Mobilization and Partnership Building's responsibilities will include:

1. Supports and strengthens the processes for issues-based dialogue with partners around thematic cluster consultations organized in the context of the UNCCD process drawing on the UNCCD strategy. To explore innovative partnership opportunities with emerging actors such sub-national authorities, private sector, etc.;
2. Works with the EDM to develop the UNCCD secretariat's partnership building and resource mobilization strategy;
3. Prepares policy and analytical briefs for the Executive Secretary on strategic partnerships and resource mobilization issues for the preparation of major missions and working meetings of the Executive Secretary
4. Advises the Executive Secretary on partnership building and resource mobilization strategies, and networking with partners in order to support the achievement of the stated goals of the UNCCD Secretariat multi-year work plan;
5. Assists the Executive Secretary in building strategic dialogue and partnership with current and potential partners in the areas of science and knowledge management, awareness raising and education, advocacy and mainstreaming of Desertification Land Degradation and Drought (DLDD) issues in sub-regional, regional and global platforms;
6. Assists the Executive Secretary in maintaining partnership dialogue with major bilateral partners and major international financial institutions at the highest diplomatic levels;

7. Works with the EDM to organize and facilitate the secretariat dialogue with its partners including through partners conferences and other related forums;
8. Promotes enhanced improvement in the partnership agenda by recommending issues and background paper to be taken up by the EDM for dialogue on partnership around the priorities outlined in the UNCCD secretariat multi-year work plan and biennial work programme;
9. Has policy and technical dialogue with these partners on the policy and operational issues associated with the UNCCD agenda and the implications of these issues on secretariat relations with its international partners; and as the need arises, explores the potential for new partnership and assists the Executive Secretary in undertaking consultations with and conducting missions to countries and agencies at the highest diplomatic levels;
10. Develops and maintains information records on donors' orientations and policies, as is relevant to UNCCD;
11. Manages the follow-up of provisions of specific agreements with donors;
12. Undertakes any other assignments, as required by management.

REQUIREMENTS

- Advance University degree in political science or other related fields is required. Candidate must be knowledgeable regarding the UNCCD process, have a strong background and demonstrable experience in partnership building networking and resource mobilization at bilateral and multilateral levels. Knowledge regarding the UNCCD process, and experience in public speaking. A strong knowledge of the network and mode of operation of other major multilateral environmental agreements (CBD and UNFCCC), for instance, as well as the major international (and regional) financial institutions is essential.
- A minimum of ten (10) years of progressively responsible experience in governance, public administration, development management, or related area, with at least five at the international level. Good organizational skills, ability to work under pressure and respecting deadline. Good interpersonal skills and ability to work in a multi-cultural environment, with diplomacy and discretion.
- Fluency in oral and written English. Knowledge of other UN official languages would be an asset.

EVALUATION CRITERIA

Professionalism:

- In-depth knowledge of and extensive experience in knowledge management systems design, development, management, and implementation;
- Conceptual and strategic analytical capacity to understand decentralized knowledge management systems and business operational issues so as to thoroughly analyze and evaluate critical strategic and operational matters;
- Thorough knowledge of different types of organizational information infrastructures and ICT strategies.

Communication:

- Communicate effectively as a spokesperson for knowledge management, internally and externally;
- The capacity to draft clear, concise high quality documentation relating to knowledge management;
- Ability to express complex concepts in language suitable for non-technical audiences.

Client Orientation:

- Demonstrated ability to assess complex user information requirements and develop systems, processes and applications to address business needs.

Technological awareness:

- Good conceptual understanding of technology in the workplace and ability to use relevant software and other applications and equipment relevant to the post.

Planning and Organizing:

- Ability to coordinate the work of others, to work to tight deadlines, and handle multiple concurrent projects and activities.

Teamwork:

- Excellent interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
-

All applicants who applied on the previous advertisement are encouraged to apply again.

All applicants are requested to complete a United Nations Personal History form (P.11) form available online at <http://www.unccd.int/secretariat/vacancies/vacancies.php> or at your local UN Office.

UN staff members must be at least at the P-4 level in their present positions to apply for this position, and all applicants must meet the requirement of 10 years relevant work experience.

Interested UN staff members at the level of the post or one level below should attach their last two up-to-date PASs. Provision of the PAS is the responsibility of the applicant, and is **MANDATORY** for further consideration for this position. Due to the volume of applications all internal candidates and only those external candidates under serious consideration will be acknowledged.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED as per ST/AI/1999/8.

All applications should be sent to: VA CCD/O8/P/INT&EXT/01, Attention: Recruitment, UNCCD, P.O. Box 260129, D-53153 Bonn, Germany, Telefax: + 49 228 815 2895 or by e-mail to staffing@unccd.int. **No** telephone calls will be returned. Please address your application as indicated above and please do not address your application to or copy it to an individual at the secretariat.

Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs (Charter of the United Nations – Chapter 3, article 8).

The Executive Secretary reserves the right to appoint a candidate at one level below the advertised level of the post. In accordance with the requirements of ST/SGB/2005/7, the United Nations Under-Secretary-General for Management must approve the candidate selected for this position.

PLEASE INDICATE THE VACANCY ANNOUNCEMENT NUMBER ON THE ENVELOPE OR THE FAX, AND ON THE APPLICATION.

Date of issuance:

18 January 2010