



Vacancy No:	VA/UNSSC/006/2023
Post Title:	Learning Portfolio Manager, P3
Organizational Unit:	UNSSC Peace & Security Hub
Duty Station:	Turin, Italy
Duration:	1 year, extendable subject to satisfactory performance and availability of funds
Deadline for applications:	20 March 2023

At the United Nations System Staff College (UNSSC), the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. UNSSC is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

Organizational Context:

The 2030 Agenda for Sustainable Development recognizes that there can be no sustainable development without peace and no peace without sustainable development. Echoing this holistic approach, the two critical “twin” resolutions on sustaining peace called for a comprehensive and coordinated approach to sustaining peace. Based on these landmark frameworks, the Secretary-General’s “Our Common Agenda” highlights the need for a peace continuum based on an improved understanding of the underlying drivers and systems of influence that are sustaining conflict, and a meaningful set of steps to manage emerging risks.

UNSSC’s Peace and Security hub is responding to these calls by providing inclusive high-quality learning solutions which strengthen the institutional and organisational capacity to work holistically across pillars to prevent and mitigate conflict, build resilient societies and contribute meaningfully to sustainable peace. The hub equips UN staff and partners with the capabilities to adopt a “Sustaining Peace lens”; focusing on strengthening analytical capacities and skills to move from analysis to action and peacebuilding programming for sustainable peaceful solutions.

The hub’s work is geared towards ensuring a more coordinated, coherent, and integrated effort towards the prevention of violence, conflict, and fragility and is supporting ongoing shifts in UN practice towards inclusivity, which enable visibility and legitimacy to a broader range of peace actors. It brokers knowledge in partnership with leading thematic think tanks and academia on thematic issues.

The hub's conflict sensitivity and conflict analysis portfolios apply customized tailored learning solutions in online and face-to-face modalities to enable UN staff to apply knowledge and practical skills to their working contexts. The portfolios build sustainable partnerships through the provision of learning solutions which strengthen the UN system and national stakeholders working with conflict sensitivity and conflict analysis.

Terms of reference:

The incumbent will serve as a Learning Portfolio Manager for the following portfolios: Conflict Sensitivity and Peacebuilding; Conflict Analysis; Youth Peace and Security; and Women Peace and Security.

Responsibilities

Reporting to the Senior Manager of the Peace and Security Hub team, the Learning Portfolio Manager is responsible and accountable for a number of specific face-to-face and e-learning projects and knowledge services under the above-mentioned portfolios.

Specific duties and responsibilities of the Learning Portfolio Manager include:

Management of learning portfolios:

1. Design, develop, deliver and evaluate training and learning solutions and knowledge management activities assigned from the portfolios, particularly to enable UN staff and its partners to work coherently across the peace continuum.
2. Initiate and design new creative learning solutions to support the UN system to implement the sustaining peace agenda.
3. Develop project documents with a detailed programme and financial component. Ensure all programmatic requirements are met, processes are followed and internal and external reporting is met.
4. Support resource mobilization efforts by writing targeted funding proposals and editorial knowledge pieces for outreach and dissemination.
5. Keep abreast of latest policy developments in the UN and relevant academic publications, which bear direct relevance to the work of the peace and security Hub.
6. When delegated, represent the peace and security hub in related inter-agency meetings and working groups to exchange information and promote UNSSC activities.

Project Delivery

7. Serve as a facilitator and/or resource person or online tutor for training and learning projects.
8. Manage the day-to-day relations and communications with project counterparts, instructional designers, technical experts, resource persons and subject matter experts accordingly.
9. Actively engage in marketing, publicity and communications for courses and learning events.
10. Monitoring financial status of assigned projects and activities to ensure financial sustainability.

11. Actively monitor and cultivate client and partner relations. Propose and follow up on partnership opportunities, including new ventures.

Perform other duties as required.

Competencies:

Professionalism: Knowledge of the concept of sustaining peace and relevant policy developments on UN reform processes. Experience with instructional design and delivery of training.

Planning and Organizing: Good organization and co-ordination skills to plan and execute actions in response to changing needs. Ability to advise on issues and priorities related to the project activities, and to suggest responsive initiatives. Ability to plan and prioritize the work. Ability to design and manage projects effectively.

Partnering: Ability to establish and maintain partnerships with a wide range of stakeholders within and outside the organization, identify clients' needs and offer innovative solutions to meet them, and work collaboratively with colleagues to achieve organizational goals. Proven experience in resource mobilization and ability to operate in a cost-recovery business model.

Communication: Proven ability to speak and write clearly and effectively; ability to tailor language, tone, style and format to match audience ability; to listen to others, correctly interpret messages from others and respond appropriately. Proven ability to write proposals, reports, evaluations, etc. in a clear and concise manner. Ability to communicate and make effective oral presentations.

Teamwork: Ability to establish and maintain effective working relations with colleagues and partners with sensitivity and respect for diversity; demonstrated ability to work collaboratively with colleagues to achieve organizational goals and to place team agenda before personal agenda.

Education:

Advanced University degree (Master's degree or equivalent) in political science; international relations, peace and/or conflict studies or related social sciences. A first level degree with a relevant combination of academic qualifications and experience may be considered in lieu of the advanced University degree.

Work Experience:

Minimum five years of professional experience in the area of peace and security, two years of which should ideally have been in the UN system. Field experience in developing countries and experience with UN inter-agency work would be an advantage. Experience with designing and delivering training sessions and managing training projects.

Languages:

Fluency in English. Knowledge of French or Spanish is an advantage. Knowledge of a third official UN language is an asset.

Submission of applications

The application (in English) should include the following:

- a duly completed, updated and signed P11 form (<http://www.unssc.org/sites/unssc.org/files/p11un.doc>)
- a motivation letter elaborating in a concise style why you consider yourself qualified for this position; and

Please apply through the online application form available at <https://www.unssc.org/about/employment-opportunities>