Vacancy No:	**VA/UNSSC/012/2025**
Post Title:	**Learning Systems and Integration Officer, P3**
Organizational Unit:	**UNSSC Knowledge Centre for Leadership and Management**
Duty Station:	**Turin, Italy**
Duration:	**1 year; extensions are subject to satisfactory performance and availability of funds**
Deadline for applications:	**04 January 2026**

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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.

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Organizational Context:

The United Nations System Staff College (UNSSC) is dedicated to serving the learning and knowledge needs of the UN system and partner organizations. We create first-rate learning experiences grounded in the bedrock values of multilateralism and dignity for all enshrined in the UN charter. Participants in our programmes rely on UNSSC to enhance their knowledge and skills across leadership and management, sustainable development, and peace and security. UNSSC is headquartered in Turin, Italy with an office in Bonn, Germany.

As UNSSC advances toward more integrated and collaborative approaches across learning, knowledge, and advisory services, the *Learning Systems and Integration Officer* will strengthen coherence between relevant UNSSC learning offers and the evolving needs of UN system entities. The role contributes to designing, adapting, and integrating learning solutions in response to organisational priorities, client requests, and system-wide capability gaps, ensuring that learning services are connected, scalable, and aligned. Operating flexibly across shared services and cross-functional teams, the role helps link demand, design, delivery, and evidence to reinforce an integrated, future-ready learning ecosystem.

Terms of Reference

The incumbent reports to the Head of the Knowledge Centre for Leadership and Management (KCLM) and collaborates closely with colleagues across UNSSC to ensure coherence and integration of learning and knowledge initiatives.

Main responsibilities include:

Strategic Insight and Adaptive Learning Innovation
- Apply learning and behaviour-change insights to inform learning initiatives and make evidence-based decisions within assigned areas.
- Identify emerging trends and interpret their implications for learning needs, advising on relevance to ongoing initiatives throughout the team.
- Introduce forward-looking, evidence-informed insights that strengthen relevance and support alignment with identified priorities.
- Contribute to cross-functional design teams by providing analytic and evidence-based inputs that support conceptual coherence across shared service lines.
- Ensure learning efforts are informed by behavioural insights, using judgement to prioritise contributions within assigned initiatives.
- Work in close coordination with the UNSSC Hub for UN Transformation and other relevant teams to ensure alignment and coherence in approaches related to innovation and organizational transformation priorities.

Learning Experience Design and Development
- Provide analytic and learner-insight inputs that inform the shaping and refinement of multi-format learning experiences, making decisions on evidence interpretation within assigned scope.
- Apply adult-learning and behavioural insights to inform relevance, accessibility, and practical application within design processes.
- Recommend innovative and behaviour-change-oriented methods based on evidence and learner data, using judgement to select relevant options.
- Contribute evidence and feedback to the piloting and refinement of new and iterative design approaches for potential scale-up.
- Provide insight on alignment of learning experiences with competency expectations and performance outcomes.
- Contribute evidence, insights, and analytical inputs to concept notes, design briefs, and session plans in collaboration with design specialists.

Evidence, Quality, and Systems Alignment
- Translate evaluation insights (Levels 1–3), analytics, and qualitative data into actionable recommendations, using judgement to identify priority adjustments.

- Contribute to learning reviews, internal reflection cycles, and cross-team knowledge-sharing processes, determining which findings to highlight for decision-makers and design teams.
- Support the development and stewardship of learning resources and guidance materials that strengthen organisational memory, making decisions on structure and format within assigned outputs.
- Monitor application of digital learning, accessibility, and quality standards throughout the training cycle.
- Incorporate behavioural insights, learning sciences, and user experience data to inform quality improvements and evidence use.
- Ensure coherence with shared methodologies and workflows, using judgement to support alignment within assigned responsibilities.
- Contribute to the alignment and maintenance of relevant information architecture, ensuring knowledge assets, evidence repositories, and insights are structured and accessible across teams and service lines.

Partnerships, Collaboration and Integrated Delivery
- Build and maintain relationships with relevant institutions, communities of practice, and professional networks to gather insights, exchange evidence, and support shared understanding of learning needs.
- Support cross-UN knowledge exchange and shared learning to strengthen system-wide capability development, choosing appropriate mechanisms that best support insight sharing and system-wide learning.
- Coordinate with colleagues and partners to ensure clarity of evidence flows and information exchange within assigned activities, making decisions on sequencing and prioritisation where appropriate.
- Contribute to resource mobilisation through concept note development, proposal review, and partnership documentation.
- Ensure insights from partners, clients, and internal teams are accurately translated into coordinated design and delivery processes.

Facilitation, Knowledge Products, and Learning Engagement
- Facilitate learning engagements and dialogue-based sessions using inclusive, adaptive, and context-sensitive practices.
- Contribute to multi-facilitator delivery models by providing analytic observations that support coherence across modalities.
- Support applied practice and sense-making, tailoring facilitation choices based on participant needs.
- Guide consultants, Associate Fellows, and other contributors to ensure high-quality and consistent learner experiences.
- Prepare insight products, briefs, and knowledge assets that translate complex ideas into accessible practitioner-oriented materials.
- Contribute to dissemination, communication, and reporting efforts that amplify learning insights and highlight trends across the UN system.

<u>Other duties as assigned</u>

Qualifications Required

Education
Advanced university degree (Master's degree or equivalent) in organizational development, international relations, public administration, education, or a related field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced degree.

Experience
- At least five years of professional experience designing and delivering learning and capacity-building programs for the UN or international organisations (required).
- Experience in developing and delivering learning and knowledge products using diverse and innovative methodologies and modalities (required).
- Demonstrated experience in facilitating meetings and capacity building programmes with senior-level stakeholders (required).
- Experience in conducting needs assessments and evaluations for capacity building programmes (required).
- Experience working at the country level (desired).
- Experience working in the UN context (desired).
- Experience in LMS system administration, online meeting and web conferencing tools (desired)

Languages
Fluency in oral and written English is required. Knowledge of another UN official language is desirable.

Competencies
Client Orientation
Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Commitment to Continuous Learning
Proven ability to keep abreast of new developments in own occupation/profession; willingness to develop oneself professionally and personally; willingness and ability to contribute to the learning of colleagues; willingness to learn from others; ability and willingness to seek feedback to learn and improve.

Communication
Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

Creativity
Actively seeks to improve programmes or services; offers new and different options to solve problems or meet client needs; promotes and persuades others to consider new ideas; takes calculated risks on new and unusual ideas; thinks "outside the box"; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.

Professionalism
Solid understanding and experience in learning design and technology-enhanced learning; solid knowledge and experience in instructional design and e-learning content development; proven experience in learning ecosystem design. Demonstrated professional competence and mastery of subject matter.

Teamwork
Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Technological Awareness
Solid knowledge and experience of learning management systems and content authoring software. Understanding of applicability and limitation of technology to the work of the office and experience on the application of technology to support learning and training intervention.

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