UNITED NATIONS SYSTEM STAFF COLLEGE

Vacancy No:	**IC_002_2026**
Post Title:	**Individual Consultant, Leadership Programme (see conditions of contract)**
Organizational Unit:	**Knowledge Centre for Leadership and Management**
Duty Station:	**Home - Based**
Duration:	**2 March to 31 Dec 2026**
Remuneration:	**$200 per day, up to 180 days in a 12-month period**
Deadline for applications:	**02 March 2026**

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.

The Knowledge Centre for Leadership and Management (KCLM) seeks to consolidate UNSSC expertise and insight in management and leadership development, and align it with the UN System Leadership Framework; the UN Values and Behaviors Framework; and the UN 2.0 Policy Brief. The objective of the

Centre is to contribute to forging a common UN leadership and management culture for the 2030 Agenda by providing UN staff with world-class learning opportunities in core professional, management and leadership skills.

This position is with the Senior and Executive Leadership team, which delivers a range of flagship learning programmes and communities of practices.

Responsibilities:

Under the supervision of the Learning Portfolio Manager and in close coordination with the KCLM Instructional Design and Knowledge Management teams, the Programme Consultant will support the design, delivery, and evaluation of high-impact capacity-building products for the UN system.

- Design and development of interactive and engaging e-learning products tailored to the specific needs of UN personnel and partners.
- Engage with partners and resource persons to facilitate the design, development, implementation and evaluation of assigned learning programmes and initiatives.
- Support the organization and facilitation of diverse learning formats, such as webinars, workshops, retreats, knowledge-sharing and learning events.
- Support the delivery of learning programmes and communities of practice, including managing timelines, participant communications, and reporting mechanisms.
- Support participants in their learning journey, ensuring a seamless and person-centered experience.
- Draft and produce diverse written and audio-visual outputs, including technical reports, briefing papers, and multimedia content for social media and internal platforms.
- Collaborate with relevant teams to ensure all materials meet UNSSC quality standards.
- Perform other relevant duties as required.

Qualifications required:

Education:
Advanced university degree, preferably in international relations, social studies, adult learning, business administration, management, or a related field.

Language, experience and computer skills:
- Prior UN experience;
- Minimum two years of experience in supporting the design, development and delivery of learning products, especially online learning;
- Excellent English skills (written and spoken);
- Proven ability to use Microsoft Office, as well as AI tools, web-based authoring, web conferencing and learning management tools;
- Familiarity with communication, learning and social media tools is an advantage;
- Ability to effectively deal with stress occurring in heavy workload periods;
- Ability to meet deadlines;

- Collaborative working style;
- Knowledge of additional UN languages is an advantage.

<u>Other skills and competencies:</u>

- Ability to learn and act in a fast-paced environment.
- Ability to work effectively as part of a team.
- High motivation to learn and grow professionally.
- Ability to work in a multicultural, multi-ethnic environment and to maintain effective working relations with people of different national and cultural backgrounds;

Competencies:

- **Professionalism**: Ability to plan and prioritize effectively during heavy workload periods; ability to report on work; a critical thinking approach; ability to adapt to the demands of varied audiences.

- **Communication**: Excellent written and spoken communication skills.

- **Teamwork**: Strong interpersonal skills; ability to establish and maintain effective working relations with colleagues within and outside the organization.

- **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.

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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

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