



## **United Nations System Staff College (UNSSC)**

### **Associate Fellow**

<b>Vacancy No:</b>	<b>AF/004/2017</b>
<b>Post Title:</b>	<b>Associate Fellow – South-South Cooperation</b>
<b>Organizational Unit:</b>	<b>UNSSC Knowledge Centre for Sustainable Development</b>
<b>Duty Station:</b>	<b>Bonn, Germany</b>
<b>Duration:</b>	<b>March – December 2017, renewable subject to satisfactory performance and availability of funds</b>
<b>Deadline for applications:</b>	<b>26 February 2017</b>

### **Organizational context**

The United Nations System Staff College (UNSSC) is the primary provider of inter-agency training and learning for staff of the United Nations system. Its overall objective is to promote and support UN inter-agency collaboration, increase the operational effectiveness of the UN system as a whole and provide UN staff with the required skills and competencies to face today's global challenges.

UNSSC conducts a variety of learning and training activities, in Turin and Bonn, UN Headquarters as well as the regional and country levels. All such activities effectively respond to the cross-agency, far-reaching reform agenda of the United Nations.

The UNSSC Knowledge Centre for Sustainable Development, officially opened in January 2016, is an integral part of the United Nations System Staff College tasked to provide support to the UN system in implementing the new sustainable development agenda through learning, training and knowledge management. It supports, in collaboration with relevant UN and non-UN institutions, the policy and operational work of the UN through the development of learning tools, platforms of interaction and executive programmes around the three dimensions of the new sustainable development agenda.

## **Terms of reference**

Under direct supervision of the UNSSC Course Coordinator of the Knowledge Centre, the Associate Fellow will perform the following tasks in support of the development and delivery of the learning offerings in the area of Partnerships and country support (with particular focus on South-South and Triangular Cooperation):

- Assist in the delivery of UNOSSC-UNSSC Agreement, i.e. courses on South-South and Triangular Cooperation in the period of February- June 2017 and October 2017;
- Assist in the delivery of UN-Private Sector Partnerships four-stage training (dates to be confirmed) and country support-related courses;
- Carry out research and develop case studies in the subject matter areas as required;
- Design and develop knowledge and communication products related to partnership and country support and other learning offers;
- Support the administration and management of the courses, including the outreach to and engagement with partner institutions and participants;
- Publish and update related content on UNSSC learning platforms (Moodle and Claned)
- Support the administration and management of the courses, including the outreach to and engagement with partner institutions and participants;
- Support the organization of webinars and network building activities before and after the courses;
- Support the development of online training modalities that support the face-to-face delivery of related learning offers;
- Assist the Knowledge Centre for Sustainable Development in its activities, by performing other related duties as required.

## **Qualifications required**

This position requires:

### **Education**

A relevant postgraduate qualification in social sciences, international development, political studies, human rights, and other relevant areas. A solid understanding of the concept of partnerships and sustainable development and Agenda 2030 is an asset.

### **Experience**

At least 2 years of relevant experience in the area of training, capacity building, partnerships, or related. Familiarity with the UN Development System. Working experience in instructional design is an asset.

### **Languages**

English required; French and/or Spanish, Russian is an asset.

### **Other skills and competencies:**

**Professionalism:** Solid understanding of the concept of partnerships, sustainable development and Agenda 2030; knowledge and experience in instructional design and capacity development

and ability to effectively deal with stress during heavy workload periods. Ability to plan, organize, implement and report on work. Critical thinking and ability to adapt.

**Communication:** Excellent written and spoken communication skill.

**Technological Awareness:** IT fluency and minimum knowledge about learning management systems. Experience in e-learning is an asset.

**Teamwork:** Good interpersonal skills; ability to establish and maintain effective working relations with colleagues within the organization. Positive, constructive attitude to work.

### **Other information**

**This appointment corresponds to a local recruitment. The successful candidate is responsible for any expenses incurred in order to take up the duty.**

The Associate Fellow is neither a “staff member” under the Staff Regulations of the United Nations nor an “official” for the purpose of the Convention of 13 February 1946 on the privileges and immunities of the United Nations. However, the Associate Fellow may be given the status of an “expert on mission” in the sense of Section 22 of Article VI of the Convention and, if required to travel on behalf of the United Nations, may be given a United Nations certificate in accordance with Section 26 of Article VII of the Convention.

### **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 The application should be submitted preferably by e-mail to [recruitment@unssc.org](mailto:recruitment@unssc.org) with a subject title of “Application for Associate Fellow 004 – KCSD”.

If electronic submission is not possible, hard copy can be mailed or faxed to:

UNSSC Operations  
United Nations System Staff College  
Viale Maestri del Lavoro, 10 10127 Turin, Italy  
Fax: (+39) 011 65 35 902

**Late submission of application and/or incomplete application will not be considered.**

Due to the volume of applications received, receipt of applications cannot be acknowledged individually. Only those candidates who are successful at the application pre-screening stage will be contacted shortly after the application deadline.

Date of issuance: 9 February 2017