

Vacancy announcement

UN JPO Programme

Junior Professional Officer (JPO) in Security Sector Reform

United Nations Secretariat, Department of Peace Operations (DPO), Office of Rule of Law and Security Institutions (OROLSI), Security Sector Reform Unit (SSRU)



Closing date
25 July 2019
6 am EST

Vacancy Announcement # 17P164

I General information

Title:	JPO in Security Sector Reform
Sector of Assignment:	Political Affairs
Country:	USA
Location (City):	New York
Agency:	United Nations/Department of Peace Operations (DPO)
Duration of Assignment:	Initially one year with the possibility to extend up to 3 years
Grade:	P2 step 1 in the first year

Note: This position is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of Norway and is addressed exclusively to candidates with Norwegian citizenship. Candidates should be no more than 32 years of age at the time of application. More information on the Norwegian JPO Programme can also be found on the website of the [Norwegian Ministry of Foreign Affairs](#).

II Duties, responsibilities and Output Expectations

Under the overall direction of the SSRU Chief, and reporting directly to either the Chief or the Senior SSR Officer, the JPO would be responsible for the following duties:

- Assist in the backstopping of SSR field components in peace operation settings, including the monitoring of developments in the field, engaging with colleagues across the Departments of Peace Operations and Political and Peacebuilding Affairs, preparing timely responses to queries and requests for support to SSR activities from the field, contributing to the drafting of talking points, reports and presentations related to the work underway in the field;
- Participate in the development, implementation and evaluation of assigned programmes/projects; review relevant documents and reports; identify problems and issues to be addressed and propose corrective actions; liaise with relevant parties; identify and track follow-up actions;
- Assist in the development of policy and guidance documents;
- Assist in the maintenance and development of partnerships that can contribute to the efforts of SSR components in the field to deliver on their mandates;
- Assist in the drafting of various documents, e.g., policy and guidance materials, reports, briefing notes, cables, talking points, draft notes to the file on meetings and more;
- Perform other duties as required.

III Training component: Learning elements and expectations

As part of the JPO Programme overall framework, the JPO will benefit from the following training and learning opportunities:

- Use of yearly JPO duty-related travel and training allocation (DTTA) of USD 4,000.00
- Other training and learning opportunities offered at the United Nations

In addition, the JPO will benefit from the following specific training and learning modalities/opportunities in the receiving office:

- Understand and apply of the concepts and methodologies used by the United Nations in undertaking SSR assessments and planning and evaluation of SSR programmes;
- Conduct analysis of SSR issues at the regional and country level;
- Understand the approach to different areas of SSR by a broad range of actors, including civilian, police and military personnel and to design approaches that enhance the coherence among the different approaches;
- Coordinate with a broad range of UN and partner institutions at the international, regional and national level;
- Write assessment reports;
- Assess project proposals;
- Draft project budgets according to UN standards.

IV Supervision

Title of Supervisor:

Chief of SSR Unit, in the Office of Rule of Law and Security Institutions (OROLSI) Department of Peace Operations (DPO).

Content and methodology of supervision: The JPO will work under the overall strategic guidance and direction provided by the Chief of the SSR Unit. On a day-to-day basis the JPO will work under the direct supervision and guidance of an SSR Officer for each relevant aspect of their work.

Establishment of a Work Plan: During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with the Chief SSRU to finalize a work plan that responds to the strategic priorities of the Unit while making best use of the existing skills of the JPO. The work plan will also reflect assignments that offer the JPO opportunities to develop knowledge and new skills in areas of their interest that correspond to objectives and activities the SSRU is pursuing.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance. In the framework of the Unit's annual work plan the JPO will receive a results-oriented annual work plan that will be reviewed and/or updated on a quarterly basis;

The JPO will be part of regular quarterly evaluation meetings with his/her first and second reporting officers. Additionally, the expert will participate in and benefit from weekly review meetings that the team holds to implement the Unit's work plan and that serve to discuss progress and/ or adjustments to the team work plan, deadlines and/or deliverables.

The first reporting officer will serve as day-to –day mentor to the JPO and will ensure that the expert is paired with members of the team and/or colleagues from other offices and partners to ensure progress towards his/her learning goals.

V Required Qualifications and Experience

Education:

Advanced university degree in political or social sciences, international relations, law, public policy, or a related field. First level university degree with a combination of relevant academic qualifications and/or experience in relevant areas may be accepted in lieu of an advanced university degree.

Working experience (incl. internships and volunteering):

At least 2 years of experience in political governance, security as related to security sector reform, human rights, international development, international organizations and/ or conflict analysis is required.

Previous experience in security sector reform or related areas highly desirable.

Previous experience with UN peacekeeping operations or relevant field experience highly desirable

Languages:

English and French are the working languages of the United Nations Secretariat. For this post, fluency in oral and written English is required. Fluency or working knowledge of French is highly desirable.

UN competencies:

PROFESSIONALISM: Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations

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 the audience; Demonstrates openness in sharing information and keeping people informed

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

PLANNING & ORGANIZING: Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments; adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently

Workforce Diversity

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

VI Background information on Agency/Department/Section

The Security Sector Reform Unit (SSRU) is part of the Office of Rule of Law and Security Institutions, Department of Peace Operations. The Unit is a system-wide SSR capacity providing backstopping for peacekeeping operations, special political missions and non-mission settings. Today the SSR Unit supports SSR mandates in: Central African Republic (MINUSCA), Mali (MINUSMA), Democratic Republic of Congo (MONUSCO), South Sudan (UNMISS), Iraq (UNAMI), Libya (UNSMIL), UN Office to the African Union (Addis Ababa), Somalia (UNSOM), Yemen (OSASGY), Burkina Faso, Gambia;

The SSR Unit supports the development of policies and guidance in areas related to SSR through cooperation with the UN Inter-agency SSR Task Force. The Unit serves as secretariat of the task force and, together with UNDP, is also its co-chair. The SSR Unit and the Inter-agency SSR Task Force developed the first system-wide guidance on SSR, the "Integrated Technical Guidance Notes on SSR". The SSR Unit has close working relationships with regional partners and nongovernmental organizations including the African Union, the European Union, ECOWAS, DCAF and others. The SSR Unit benefits from the active engagement of many UN member states that support the UN SSR agenda, most notably the Group of Friends of SSR, co-chaired by the Governments of Slovakia and South Africa.

The Unit is headed by a Chief (D-1) and a Deputy Chief (P-5) and is organized in teams that provide backstopping, develop policy and guidance, and develop partnerships. The Unit has a seconded military officer who provides technical advice to defense sector reform efforts in the team and also leads relevant policy and partnership

initiatives on defense sector reform at Headquarters. The SSR Unit is looking to recruit two Associate Experts, to support its backstopping, policy and partnership initiatives.

VII How to apply

Applicants should submit their application electronically directly to the Organization.

Candidates who would like to apply should do so **online** via

<https://owa.undesa.it/oas/oas.aspx?CMD=START&CP=9>

Applications must be received no later than **25 July 2019, 6 am (Eastern Time UTC-5, New York USA)**.

Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter.