

Vacancy announcement

UN JPO Programme



Junior Professional Officer (JPO) in Counter-Terrorism

United Nations Secretariat, United Nations Office of Counter-Terrorism (UNOCT), United Nations Counter-Terrorism Centre (UNCCT), Cluster II (Countering the Financing of Terrorism)

Closing date
25 July 2019
6 am EST

Vacancy Announcement # 18P017

I General information

Title:	JPO in Counter-Terrorism
Sector of Assignment:	Programme Management/Political Affairs/Counter-Terrorism
Country:	USA
Location (City):	New York
Agency:	United Nations Office of Counter-Terrorism (UNOCT)
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 supervision of the UNCCT Political Affairs Officer, and through consultations with experts and practitioners from UNOCT and entities, the incumbent will be responsible for supporting capacity-building project management and programme development within UNCCT relating to countering the financing of terrorism:

- Assist in further developing UNCCT programmatic objectives and activities, including through supporting the drafting of Advisory Board reports and Donor reports.
- Assist project management and programme development by supporting the preparation and conceptualization of capacity-building activities for Member States on countering the financing of terrorism, public-private partnerships between Governments and financial institutions and sharing good practices relating to preventing ransom payments and the abuse of charitable organizations for terrorist financing purposes; drafting project documents; drafting budget estimates in order to foster implementation of projects relating to Pillar II of the United Nations Global Counter-Terrorism Strategy and the UNCCT strategic priorities and objectives.
- Conducts research, analysis and presentation of information gathered from diverse sources on counter-terrorism, countering the financing of terrorism, financial integrity, financial inclusion, public-private partnerships and other aspects on enabling State capacity to prevent the financing of terrorism.
- Keep abreast of new developments on counter-terrorism and countering the financing of terrorism.
- Assist in setting project objectives, outcomes and outputs for the monitoring of work progress based on agreed programmes and assist in the review of their deliverables, evaluating performance at project stage boundaries and reporting to the oversight boards of UNCCT projects, including other UN entities, beneficiaries, donors and UNCCT Advisory Board members in order to guarantee and improve, accountability, efficiency and transparency of UNCCT.
- Assist in preparing meetings, including the quarterly UNCCT Advisory Board meetings and briefings for Member States and CTITF entities, speeches, and other presentations for Member States, donors, UN leadership and committees, and other stakeholders. Required input for presentations includes both graphic and written information.

- Coordinate with relevant Units of UNOCT and support inter-agency coordination and coherence based on the mandate of UNOCT on identifying key objectives and priorities, as well as the management of specific projects with regard to the UNCCT project portfolio. Support UNOCT Office in its efforts to improve the coherence of UN counter-terrorism action.
- Assist in drafting reports, researching relevant background documentation on counter-terrorism, countering the financing of terrorism, capacity-building of national authorities, financial inclusion, and related subjects.
- Prepare talking points and background notes related to the mandate of UNOCT and its UNCCT.
- Other tasks as appropriate.

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:

- A good understanding of the mandate, programme and operations of the UN, UNOCT, counter-terrorism entities and their activities, policy relating to countering the financing of terrorism and national capacity-building issues, as well as their inter-agency coordination in relation to the four Pillars of the Global Counter-Terrorism Strategy, including in particular Pillar II;
- An in-depth understanding of the work of the United Nations in the field of peace and security, with a focus on conflict prevention and crisis management;
- Experience in providing analysis and advice to senior UN officials on counter-terrorism and countering the financing of terrorism;
- Experience in producing original research on issues of current geopolitical importance with regard to counter-terrorism and countering the financing of terrorism;
- Enhanced skills in programme development and project management;
- Enhanced skills in report writing and presentations;
- Enhanced skills in various subjects through UN trainings;
- A network of colleagues from the United Nations, Member States as well as academia and civil society on issues pertaining to counter-terrorism and peace and security in general;
- Experience in planning, time management and working effectively in a multi-cultural environment.

IV Supervision

Title of Supervisor:

Programme Management Officer (P-4), UNCCT, Cluster II (countering terrorism), under the overall supervision by the Chief, Countering Terrorism Section.

Content and methodology of supervision: The JPO will be supervised on a day-to-day basis. There will be a review and planning discussion with the supervisor on a regular basis.

Establishment of a Work Plan: During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance.

V Required Qualifications and Experience

Education:

Advanced university degree in political science, international law, international relations or other relevant field.

Working experience (incl. internships and volunteering):

Minimum of 2 years of work experience in international affairs, and proven experience in drafting reports and summaries on counter-terrorism or related political matters, as well as in conducting research and providing timely input on policy questions. Good knowledge of United Nations and other counter-terrorism conventions, instruments and documents, in particular the UN Global Counter-Terrorism Strategy and its four pillars as well as international discussions on good practices on financial integrity, countering the financing of terrorism and national capacity-building. Project management experience is an asset. Experience with national, international and regional institutions on countering the financing of terrorism, counter-terrorism risk analysis and the financial sector is an asset. Experience in facilitation of professional workshops/conferences is an asset. Familiarity with Prince2 project management methodology is an asset.

Languages:

English and French are the working languages of the United Nations Secretariat. For this position, fluency in oral and written English is required. Knowledge of another United Nations official language is desirable.

UN competencies:**Professionalism:**

Accumulated professional competency in project management; Demonstrates professional competence and mastery of counter-terrorism and capacity building; Shows pride in work and in achievements; 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.

Planning and 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.

Technological Awareness:

Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.

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

UNOCT was established by the General Assembly in June 2017. The Office has five main functions: (a) provide leadership on the General Assembly counter-terrorism mandates entrusted to me from across the United Nations system; (b) enhance coordination and coherence across the 38 Counter-Terrorism Implementation Task Force entities to ensure the balanced implementation of the four pillars of the Strategy; (c) strengthen the delivery of United Nations counter-terrorism capacity-building assistance to Member States; (d) improve visibility, advocacy and resource mobilization for United Nations counter-terrorism efforts; and (e) ensure that due priority is given to counter-terrorism across the United Nations system and that the important work on preventing violent extremism is firmly rooted in the Strategy.

UNCCT was established in September 2011 to promote international counter-terrorism cooperation and support Member States in the implementation of the United Nations Global Counter-Terrorism Strategy. The General Assembly has welcomed the establishment of UNCCT within the Office of Counter-Terrorism and encouraged Member States to collaborate with the Centre (A/RES/66/10).

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.