

Guidance Note

Applications and Nominations for the generic pool of Special Representative of the Secretary-General (SRSG) and Deputy Special Representative of the Secretary-General (DSRSG) in United Nations field missions

This document provides information and guidance on the 2021 Global Call initiative.

Information related to the position and function of SRSG/Head of Mission and DSRSG/Deputy Head of Mission

These civilian leadership positions are located in United Nations field missions, which include peacekeeping operations, special political missions and support missions.

The missions are overseen by the Departments of Peace Operations (DPO), Political and Peacebuilding Affairs (DPPA) or Operational Support (DOS). Further information on the mandate of UN peacekeeping and special political missions can be found at <https://peacekeeping.un.org/en> and <https://dppa.un.org/en/dppa-around-world>.

The missions are headed by senior representatives of the Secretary-General, usually at the level of Under-Secretary-General (USG) or Assistant Secretary-General (ASG).

These positions are residential and mostly based in non-family hardship duty stations.

Heads and deputy Heads of Mission are appointed by the Secretary-General. They report to the Secretary-General through the USG of the Department overseeing the respective field mission.

The SRSGs are expected to:

- Develop a shared vision for fulfilling the mandate of the Security Council and set the strategic direction to achieve goals and objectives, including establishing the Mission's transition/exit strategy;
- Provide good offices on behalf of the Secretary-General through political support for efforts to resolve conflict, facilitating negotiations, fostering peace and building confidence among parties;
- Provide overall leadership to the comprehensive United Nations engagement in the host country, in accordance with the principle of integration, and promote a joint vision of the United Nations strategic objectives; establish a framework that guides the activities of the Mission and the United Nations Country Team, leverages their combined comparative advantage and ensures that all the United Nations components in the country pursue a coordinated and coherent approach in support of the Sustainable Development Goals;

- Ensure the United Nations engagement and actions within the country are guided by international human rights standards; and meet United Nations responsibilities as set by the Secretary-General's Human Rights Up Front initiative;
- Provide leadership, political guidance and high-level operational direction in the execution of Mission activities;
- Pursuant to the Secretary-General's delegation of authority, is responsible for the management of the Mission's financial, physical and human resources while ensuring cost-effectiveness, as well as integrity and achieving programmatic objectives;
- Report to the Secretary-General, senior United Nations officials, the Security Council, other United Nations bodies and Member States on developments in the host country and all matters relating to the implementation of the Mission's mandate;
- As Designated Official (DO), ensure the safety and security of staff (and dependents, if appropriate) of the United Nations and the United Nations agencies, funds and programmes in the mission area;
- Engage routinely with both local and international media based on a coherent media strategy for the Mission; speak on behalf of the United Nations in the host country;
- Take transformative actions to accelerate gender equality and Women, Peace and Security commitments, including championing targeted positive measures to ensure women's meaningful participation on peace and political processes and support the attainment of gender parity across all levels and units in the mission;
- Build a mission culture of accountability, integrity and respect, and which promotes the highest standards of conduct among all members of the mission.

Reporting directly to the SRSG, the Deputy Special Representatives of the Secretary-General (DSRSG)/Deputy Head of Mission are responsible for providing overall vision and leadership to the strategic planning and the implementation of programmes under the DSRSG pillar. The DSRSG also acts as officer in charge in the absence of the SRSG.

Requirements

In soliciting nominations for the generic SRSG/DSRSG pool and in recognition of the highly complex nature of these posts, the Secretariat is seeking individuals with:

- A minimum of 20 years of relevant professional experience, including at least 5 years at senior and representational level, in conflict, post-conflict, peacekeeping, peacebuilding and/or development settings, as well as experience in governance, mediation, facilitation and/or negotiations at the national and/or international level;
- Demonstrated extensive knowledge in reconciliation, conflict resolution, humanitarian, peacekeeping, development, human rights, rule of law and/or governance issues;

- Demonstrated leadership experience with strategic vision and proven skills in leading complex organizations, such as intergovernmental, international non-governmental or multinational private sector entities;
- A high degree of emotional intelligence, political acumen and diplomatic skills;
- Excellent communication and advocacy skills;
- Proven ability to inspire, build trust, confidence and consensus amongst stakeholders and foster partnerships at the local, national or regional level to create opportunities and promote processes to advance peace and security;
- High commitment to the values and guiding principles of the United Nations, including impeccable personal integrity, respect for and commitment to human rights and demonstrated cultural and gender sensitivity;
- Demonstrated knowledge and track record of taking transformative actions to accelerate gender equality and Women, Peace and security commitments;
- Demonstrated ability to work in a multi-cultural team and establish harmonious and effective working relationships both within and outside the organization;
- Familiarity with the United Nations system, including peacekeeping, humanitarian and development settings, as well as knowledge of the Sustainable Development Goals;
- English and French are the working languages of the United Nations Secretariat. For this Call for nominations, fluency in English is required. Knowledge of another United Nations official language, in particular Arabic, French, or Spanish, is an advantage given the areas of deployment of United Nations field missions.

Nomination guidelines

Recalling the Secretary-General's gender parity at senior leadership levels by 2021, **nominations of women candidates are strongly encouraged.**

Member States are requested to limit the number of nominations to **a maximum of four individuals of which at least two should be women candidates.**

To further advance geographical diversity at leadership level, **all Member States, including Troop and Police contributing countries and under-represented countries, are strongly encouraged to respond to the Call and share their nominations.**

Nominations must be submitted online at www.un.org/globalcall no later than 15 November 2021.

Official nominations must include a curriculum vitae including bio data and contact details, an endorsement letter, a vision statement, and details of referees. They must be submitted by the respective Permanent Mission to the United Nations. Other Organizations can also choose to endorse candidates by submitting their application online. Individuals can submit an application

directly, without an official nomination or endorsement process.

Important notice

When applying to the 2021 Global Call applicants and nominating entities will have the option to indicate whether they/their candidate also wish to be considered for non-mission senior appointments and apply to the [Senior Leadership Talent Pool](#). If the nomination to the SRSG/DSRSG pool is successful, the application will be automatically shared with the **Senior Leadership Talent Pool**. However, applicants to the Senior Leadership Talent pool will not be automatically considered for the SRSG/DSRSG pool, unless they specifically apply to the 2021 Global Call, for which there is a separate review process.

Member States are reminded that there is no guarantee that candidates for the generic SRSG/DSRSG pool will be appointed to a specific post.

Shortlisting for specific positions – as and when a vacancy arises – will draw from the generic pool and supplement the Secretariat's own search for candidates. Candidates found suitable for a specific vacancy will be invited to participate in a competitive assessment process.

Questions and briefings

Any questions related to this initiative can be addressed to leadership@un.org and to Ms. Gigja Sorensen (email: sorenseng@un.org), and Ms. Annick Leeuwenberg (email: annick.leeuwenberg@un.org) in the Leadership Support Section, Departments of Political Affairs and Peacebuilding and Peace Operations.

Briefings to Member States on the Global Call initiative and senior appointments can also be scheduled with the Leadership Support Section.

Human rights screening

Individuals who are either nominated by Member States or who seek to serve with the United Nations in any individual capacity will be required, if short-listed for a specific position, to complete a self-attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

Conflicts of interest

All United Nations staff members are expected to uphold the highest standards of efficiency, competence and integrity. Senior leaders in particular, have the responsibility to serve as role models in upholding the organization's ethical standards. A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of his/her official duties and responsibilities, or call into question his/her integrity, independence and impartiality. Risk for conflicts of interest may arise from a staff member's engagement in outside (non-UN) employment or occupation; outside activities, including political activities; receipt of

gifts, honours, awards, favours or remuneration from external (non-UN) sources; or personal investment. In particular, no staff member shall accept any honour, decoration, favour, gift or remuneration from any Government (staff regulation 1.2 (j)). Where a real or perceived conflict of interest does arise, senior leaders are obligated to disclose this to the organization without delay. In order to avoid real or perceived family influence or preferential treatment and conflicts of interest that could stem from such situations, the UN Staff Rules provide that appointments “shall not be granted to anyone who is the father, mother, son, daughter, brother or sister of a staff member” (staff rule 4.7 (a)).

Short-listed individuals will also be required to complete the pre-appointment declaration of interests for senior positions to identify possible conflicts of interest that may arise and to proactively prevent and manage, as much as possible and in a timely manner, situations in which personal interests may conflict or appear to conflict with the interests of the United Nations, should the individual be appointed to a senior leadership position.