

REFERENCE: EOSG/SLA/2023/3

CLOSING DATE EXTENDED TO 8 JANUARY 2024

Executive Director, United Nations Human Settlements Programme (UN-Habitat)

The United Nations welcomes applications for the position of Executive Director of the United Nations Human Settlements Programme (UN-Habitat). This position is at the Under-Secretary-General level and is based in Nairobi, Kenya.

The Secretariat welcomes applications to supplement the Secretary-General's search and consultations and would especially welcome applications from women candidates.

Applications must be submitted through the link to the Senior Leadership Vacancies online form located at the following web address: <https://www.un.org/sg/en/vacancies/index.shtml> by Monday, 8 January 2024 (midnight New York time).

Further information is available on the following website: <https://unhabitat.org/>

The Executive Director of UN-Habitat is a member of the Secretary-General's [Senior Management Group](#), and serves as a role model for the United Nations Values (Inclusion, Integrity, Humility and Humanity) and Behaviours Framework (Connect and Collaborate; Analyse and Plan; Deliver Results with Positive Impact; Learn and Develop; Adapt and Innovate), and the desired behaviours of the [United Nations System Leadership Framework](#). The Executive Director is also a member of the [United Nations Sustainable Development Group](#), which guides, supports, tracks, and oversees the coordination of United Nations development operations in 162 countries and territories.

In accordance with resolution A/RES/56/206 of 26 February 2002, the UN-Habitat Secretariat shall be headed by an Executive Director at the level of Under-Secretary-General, to be elected by the General Assembly for a term of four years, upon nomination by the Secretary-General after consultation with Member States.

Background

UN-Habitat is the United Nations programme working towards a better urban future. Its mission is to promote socially and environmentally sustainable and inclusive human settlements development, including in a context of rapid urbanization, and the achievement of adequate shelter for all. The work of the UN-Habitat is guided by two main policy bodies of the United Nations, namely the General

Assembly, including through the Economic and Social Council (ECOSOC), and the UN-Habitat Assembly, through the Executive Board and the Committee of Permanent Representatives (CPR).

The Executive Director supports the Secretary-General in advancing the United Nations system reform and leads in providing the necessary institutional and system changes within UN-Habitat, in accordance with General Assembly mandates to support Member States' efforts to meet the challenges of the 2030 Agenda for Sustainable Development, including the complementary New Urban Agenda, ensuring national leadership and ownership.

Duties and Responsibilities

The Executive Director is accountable to the Secretary-General and is responsible for all the activities of UN-Habitat, as well as its administration. The Executive Director, under the authority of the UN-Habitat Assembly:

- provides overall direction on substantive and managerial matters and leadership to UN-Habitat in the realization of its objectives and the implementation of its programmes;
- defines broad strategies to promote and support policy advocacy activities and initiates and coordinates policy dialogue with Governments, local authorities and other partners and stakeholders in the implementation of the 2030 Agenda for Sustainable Development and the Sustainable Development Goals, the New Urban Agenda, and other internationally agreed goals;
- promotes partnerships with other United Nations bodies, national, subnational and local governments and other partners and stakeholders in support of Member States' efforts to achieve sustainable and inclusive urbanization and human settlements development;
- ensures gender equality is central to the work of UN-Habitat by assessing the implications for men and women of any planned action, including policies and programmes in all areas and at all levels, toward better outcomes for women and girls, and fosters an enabling environment for gender equality and open communication among staff and across organizational boundaries;
- Supports enhanced cooperation between national, local, and regional governments, to inform national planning and budgeting processes, toward achievement of the 2030 Agenda for Sustainable Development and the Sustainable Development Goals, the New Urban Agenda, and other internationally agreed goals.
- participates in the United Nations System Chief Executives Board for Coordination and the United Nations Sustainable Development Group, ensuring effective system-wide coordination and collaboration in activities relating to sustainable and inclusive urbanization and human settlements development and;
- is responsible for administering the United Nations Habitat and Human Settlements Foundation and providing technical and financial services related to the Foundation, including the establishment of programmes, guidelines and directives;
- seeks innovative financing approaches and the cooperation and support of financial institutions in developed and developing countries, in fulfilment of the objectives of the Foundation;
- provides overall direction to partnerships development and resource-mobilization activities of

UN-Habitat pursuant to the call by the General Assembly in its resolution 56/206 to increase the Foundation's resource base and the predictability and sustainability of resources to support

countries to meet the challenges of rapid urbanization and sustainable and inclusive human settlements development; and

- discharges any other duties that may be assigned to them by the Secretary-General, including at the Nairobi location.

Skills and Expertise

The Secretary-General is seeking an individual with the following attributes:

- demonstrated leadership experience with strategic vision and proven skills in managing complex organizations, such as an intergovernmental, international non-governmental or multinational private sector entities;
- demonstrated understanding of the significance of the pace, scale and the opportunities and challenges of urban transformation for inclusive and sustainable development backed by a track record of high impact interventions to protect and empower women, young people, and urban poor groups;
- demonstrated record of setting clear standards for accountability, probity, value for money and risk management and zero tolerance to fraud and corruption; for ensuring sound and transparent financial management; and delivering continuous improvement in the organizational impact, efficiency and effectiveness of UN-Habitat and in system-wide results;
- demonstrated intellectual leadership, creativity and proven ability to propose new ideas and lead on new ways of working across silos to address issues of urban planning, legislation, norms and standards, and on national urban policy, as well as the question of urban equity; and developing effective institutions, capacities and resilience in a complementary and synergetic way for inclusive sustainable development and the safety and security of the urban space;
- proven track record of change management and accomplishments at the regional, national or international level, with strong resource mobilization, political and diplomatic skills;
- demonstrated ability to work harmoniously in a multi-cultural team and establish harmonious and effective working relationships both within and outside the organization;
- proven ability to inspire, encourage, build trust and confidence and also build consensus, stimulate effective campaigns and drive collective action among a broad spectrum of people and organizations; and
- high commitment to the values and guiding principles of the United Nations and familiarity with the United Nations system, including peacekeeping, human rights, humanitarian and development settings and challenges.

Languages

English and French are the working languages of the United Nations. For this position, fluency in English is required. A working knowledge of French or other United Nations official language will be an advantage.

Human rights screening

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

Conflicts of interest screening

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 their official duties and responsibilities, or call into question their 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 United Nations 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 a 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 this position.

1 December 2023