

Secretary-General of the United Nations Conference on Trade and Development (UNCTAD)

The United Nations invites prospective candidates to apply for the position of Secretary-General of the United Nations Conference on Trade and Development (UNCTAD). This position is at the Under-Secretary-General level and is based in Geneva, Switzerland.

The Secretary-General of UNCTAD is a member of the United Nations Secretary-General's Senior Management Group, and as such, serves as a role model for the Organization's core values (Integrity, Professionalism and Respect for Diversity) and the desired behaviours of the United Nations System Leadership Framework. The Secretary-General of UNCTAD 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.

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

Background

UNCTAD supports developing countries to access the benefits of a globalized economy more fairly and effectively by equipping them to deal with the potential drawbacks of greater economic integration through analysis, facilitating consensus-building, and offering technical assistance to help them use trade, investment, finance, and technology as vehicles for inclusive and sustainable development.

General Assembly resolution 1995 (XIX) of 30 December 1964 provides that the Secretary-General of UNCTAD shall be appointed by the Secretary-General of the United Nations and confirmed by the General Assembly.

Applications must be submitted through the following website:
<https://www.un.org/sg/en/vacancies/index.shtml> by Monday 8 March 2021.

Duties and Responsibilities

The Secretary-General of UNCTAD is accountable to the United Nations Secretary-General and is a member of the Senior Management Group and the United Nations Sustainable Development Group. The Secretary-General is responsible for all the activities of UNCTAD, including its administration and:

- Provides overall direction on substantive and managerial matters, including the implementation of its work programme;
- Identifies broad strategies required for the integrated treatment of development and interrelated issues in the areas of trade, finance, technology, investment and sustainable development;
- Decides on the adoption and integration of such strategies in the programme of work of UNCTAD;
- Provides policy guidance for the substantive preparation of UNCTAD's intergovernmental meetings and major publications, as well as for the participation of UNCTAD at major outside events;
- Provides guidance in UNCTAD's relations with non-governmental actors, including the private sector, business circles and academics;
- Exercises collaborative leadership by contributing to setting system-wide strategic priorities, joint policy formulation and decision-making of the United Nations Sustainable Development Group, as well as to operationalizing system-wide policies or normative guidance to make it part of the UN's sustainable development activities.

Skills and Expertise

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

- Recognized leader with extensive knowledge and experience in promoting international trade and integration of developing countries into the world economy and in shaping policy and thinking on trade and development, with a particular focus on ensuring that domestic policies and international action are mutually supportive in bringing about sustainable development;

- Demonstrated leadership experience with strategic vision and proven skills to manage a complex organization with staff of diverse cultural backgrounds in multiple locations, as well as the ability to mobilise various forms of support from multi-stakeholders and partners;
- Demonstrated leadership experience with proven skills in change management, reform, organizational development and leading organizational transformations;
- Demonstrated ability to work harmoniously in a multi-cultural team and establish harmonious and effective working relationships both within and outside the organization;
- Demonstrated commitment to the values and guiding principles of the United Nations, the work and objectives of UNCTAD as well as familiarity with the United Nations system, notably peace and security, development and human rights.

Languages

English and French are the working languages of the United Nations. For this position, fluency in English is required. A working knowledge of another 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 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 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.

21 January 2021