

REFERENCE: EOSG/SLA/2022/4

CLOSING DATE EXTENDED TO 1 AUGUST 2022

Executive Director, United Nations Office for Project Services

The United Nations welcomes applications for the position of Executive Director of the United Nations Office for Project Services. This position is at the Under-Secretary-General level and is based in Copenhagen, Denmark.

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 following website:

<https://www.un.org/sg/en/vacancies/index.shtml> by Monday, 1 August 2022 (midnight New York time).

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

The Executive Director of UNOPS 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](#).

Background

UNOPS was established in 1973 as a part of the United Nations Development Programme. On 1 January 1995, it became an independent, self-financing organization. UNOPS supports governments, the UN and other partners in achieving the Sustainable Development Goals by expanding implementation capacity across peace and security, humanitarian and development efforts through its project services which include infrastructure, procurement, project management, human resources and financial management services.

All applications will be treated with the strictest confidence and short-listed candidates will be contacted directly to undergo an assessment process, reference and background checks, including human rights and conflicts of interest screening.

Duties and Responsibilities

The Executive Director is accountable to the Secretary-General and the Executive Board of United Nations Development Programme (UNDP), United Nations Population Fund (UNFPA) and UNOPS, and has the duty to communicate proactively about the fulfillment of the following responsibilities:

- provide strategic leadership, position the organization in a complementary and collaborative role within the UN family, and enhance the operational capacity of the UN where there are opportunities for such contributions within UNOPS mandate;
- maximize UNOPS contributions to the Sustainable Development Goals (SDGs)/Agenda 2030 and results of its partners on the ground and report regularly to stakeholders on these results, while, as directed by the Executive Board and the General Assembly, increasing its contributions towards the development of national implementation capacities;
- ensure the financial viability, transparency and accountability of the business model for the organization in line with the Financial Regulations and Rules approved by the Executive Board and biannual or annual performance targets established by the Board;
- exercise human resource management responsibilities delegated by the Secretary-General; and
- continuously develop UNOPS organizational maturity and business model to strengthen UNOPS capabilities in line with world-class standards of excellence for public sector organizations; and position UNOPS to contribute to the development and application of such standards for the public sector in developing countries, in areas of its mandated core competencies.

This position also entails safety and security responsibilities for all UNOPS personnel globally and most likely also as Designated Official for Security and Safety of all UN personnel in Denmark, reporting to the United Nations Department of Safety and Security. The Executive Director is currently the Chair of the UN Country Team in Denmark comprising WHO, UNDP, UNICEF, UNFPA, UNEP, UN Women and WFP, in addition to UNOPS.

Skills and Expertise

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

- demonstrated senior leadership experience with strategic vision, significant people management, financial and client management responsibilities and proven skills in managing complex financial constructions and complex organizations, such as an intergovernmental, international non-governmental or multinational private sector entities;
- demonstrated capacity to successfully apply state of the art management and project implementation approaches;

- a proven track record of accomplishment at the regional, national, or international level, including experience working in or with international organizations;
- demonstrated ability to work harmoniously in, and lead a multi-cultural team and establish cooperative, transparent, inclusive and effective working relationships both within and outside the Organization;
- demonstrated creativity in developing operational initiatives and proven ability to propose new ideas and lead on new ways of doing things in a manner that expands current thinking or traditional approaches; and
- high commitment to the values and guiding principles of the United Nations and familiarity with the United Nations system, including the Sustainable Development Goals (SDGs)/Agenda 2030, UNDS Reform, 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 is highly desirable. 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, 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.

15 June 2022
