



Individual Contractor (IC) Job Opening UNSMIL-NOB-IC001/2021

Functions:	Associate Political Affairs Officer
Level:	NO-B
Duty Station:	Tripoli
Section/Unit:	Office of the Assistant Secretary-General/ Resident and Humanitarian Coordinator
Opening Date:	07 March 2021
Closing Date:	15 March 2021

WOMEN CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY TO THIS POST

HOW TO APPLY:

STEP 1: INTERESTED APPLICANTS SHOULD SUBMIT THEIR APPLICATIONS USING THE UNITED NATIONS PERSONAL HISTORY FORM P.11

(P.11 obtainable at the following web site: <https://unsmil.unmissions.org/sites/default/files/p11-form.doc>)

ANY APPLICATIONS RECEIVED IN A FORMAT DIFFERENT TO THE UNITED NATIONS PERSONAL HISTORY FORM (P.11) WILL NOT BE CONSIDERED.

STEP 2: Qualified candidates must submit their application using the P.11 template listed in STEP 1 by e-mail to unsmil-hrstaffing@un.org. The application MUST include only the Job Opening No. in the subject line of their e-mail (e.g. UNSMIL-NOB-IC001/2021).

ORGANIZATIONAL SETTING AND REPORTING:

This post is located within the office of the Assistant Secretary-General/ Resident and Humanitarian Coordinator of the United Nations Support Mission in Libya (UNSMIL). The post is located in Tripoli, Libya. The incumbent will be under the overall supervision of the office of the ASG/Resident and Humanitarian Coordinator.

With the mandate as renewed in SC resolution 2542 of 15 September 2020, the Security Council has tasked UNSMIL, as an integrated special political mission, in full accordance with the principles of national ownership, to exercise mediation and through its good offices to: (i) further an inclusive political process and security and economic dialogue; (ii) further the continued implementation of the Libya Political Agreement; (iii) help consolidate the governance, security and economic arrangements of the Government of National Accord, including support for economic reform in collaboration with international financial institutions; (iv) help to achieve a ceasefire and, once it is agreed by the Libyan parties, provide appropriate support to its implementation; (v) support subsequent phases of the Libyan transition process, including the constitutional process and the organisation of elections; (vi) coordinate and engage closely with international actors including neighboring countries and regional organisations;





(vii) provide support to key Libyan institutions; (viii) support, on request, the provision of essential services and delivery of humanitarian assistance, including in response to the COVID-19 pandemic, in accordance with humanitarian principles; (ix) monitor and report abuses and violations of human rights and violations of international humanitarian law, including sexual violence in conflict, notably through the effective deployment of women and child protection advisers; (x) provide support in securing uncontrolled arms and related materiel and countering their proliferation; and (xi) co-ordinate international assistance, and provision of advice and assistance to GNA-led efforts to stabilise post-conflict zones, including those liberated from Da'esh.

JOB DESCRIPTION:

Within delegated authority, the Associate Political Affairs Officer reports to the P4 Special Assistant/Political Affairs Officer and will carry out the following duties:

- Analyses information contained in communication and publications received from different sources, including the press; maintains up-to-date knowledge of events related to political issues in a specified area or subject matter and identifies areas of concern to support the decision-making, early warning policy development and planning for an integrated UN within the Mission.
- Keeps abreast of latest trends and developments in the area of assignment and provides inputs on issues to senior officials and colleagues in the field mission.
- Prepares summaries of articles from a wide variety of sources and draft a variety of correspondence, and sections of reports. - Monitors political, socio-economic, and other politically relevant developments in an assigned area.
- Provides input into political, humanitarian and economic efforts and programmes. This includes topics from national reconciliation, IDPs and migration issues.
- Creates databases that track project progress and provides other information relevant to assigned area.
- Support the overall implementation of UN common planning and programming processes, including participation in discussions related to assessments and analysis.
- Support the management of the coordination structure for Libya, the UN Country Team (UNCT) joint initiatives and processes.
- Performs other related duties as required.

COMPETENCIES:

Professionalism: Ability to identify and analyse political, ethnic, racial, social and economic problems that cause civil unrest in a country or geographic area. Ability to develop sources for data collection. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience;





demonstrates openness in sharing information and keeping people informed.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings

QUALIFICATIONS

Education: A first-level university degree (Bachelor's degree or equivalent) in political science, international relations, international economics, law, public administration, or other related area is required.

Work Experience: A minimum of four (4) years of progressively responsible experience in political science, international relations, law, disarmament, security, development management, conflict resolution, or related area. Experience working in a United Nations common system Organization (inclusive of peacekeeping operations, special political missions, agencies, funds, and programmes) or other similar international organizations is desirable.

Language: English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in oral and written English and Arabic is required.

Assessment: Evaluation of qualified candidates may include an assessment exercise.

SPECIAL NOTICE:

Recruitment on Individual Contractor category shall be made in the country or within commuting distance of each office, irrespective of their nationality and of the length of time they may have been in the country and shall comply with any host country agreement in effect. Applicants must be nationals of the country where the position is located.

The service of the Individual Contractor is required for a period of four months between 1 April to 31 July 2021 with no expectation of further renewal.

ADDITIONAL INFORMATION:

Due to the high volume of applications received, ONLY those applicants who are short-listed will be notified.

The necessity for ensuring the highest standards of efficiency, competence, and integrity remain the paramount considerations in the employment of personnel. To ensure fairness and transparency, the selection will be made on a competitive basis through a selection panel.

Incomplete applications or applications received after the deadline will not be considered.

