UNITED NATIONS ASSISTANCE MISSION IN SOMALIA
(UNSOM)
UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL BENEFITS
FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY

DEADLINE FOR APPLICATIONS:	**21 MARCH 2018**
DATE OF ISSUANCE:	**22 FEBRUARY 2018**
FUNCTIONAL TITLE:	**ASSOCIATE POLITICAL AFFAIRS OFFICER**
LEVEL:	**NO-B**
SECTION:	**POLITICAL AFFAIRS AND MEDIATION GROUP (PAMG)**
LOCATION:	**JOWHAR**
DURATION OF CONTRACT:	**ONE (1) YEAR FIXED TERM**
VACANCY ANNOUNCEMENT NUMBER:	**UNSOM/PAMG/016/2018**

Special Notice
This position is funded for an initial period of one year and may be subject to extension. Appointment against this position is on a local basis. The candidate is responsible for any travel expenses incurred in order to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the Contractors in order to be eligible to apply for this vacancy.

Organizational Setting and Reporting Relationships:
This position is located in the United Nations Assistance Mission in Somalia (UNSOM) in Jowhar.
The incumbent will report to the Head of Office in, Beletweyne.

Duties and Responsibilities:

Within delegated authority, the Associate Political Affairs Officer will be responsible for the following:

- Gathers, selects and analyses information contained in communications and publications received from different sources, including the press. Maintains up-to-date knowledge of events, relating to political issues, in general, and in particular as they affect the countries and thematic mandates for which the incumbent is responsible.
- 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 and elsewhere in the Secretariat when required.
- Monitors national and regional level political developments and provides advice to field mission-/-United Nations (UN) agencies.
- Maintains contacts with other sectors of the United Nations (UN), other international organizations and governments on coordination and policy matters.
- Monitors actions taken by intergovernmental groups, United Nations (UN) organizations, government and non-governmental organizations.
- Selects, classifies and stores in computerized databases information relating to potential disputes and conflicts involving assigned countries or region.
- Participates in fact-finding and other missions within assigned area of responsibility.
- Prepare meetings of the Special Representative of the Secretary-–General (SRSG) and Deputy Special Representative of the Secretary-–General (DSRSG) with Officials from the host country.
- Performs other related duties as required.

Competencies
- **Professionalism:** 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.

- **Communications**: 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 the audience; demonstrates openness in sharing information and keeping people informed.
- **Team Work:** 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: Advanced university degree (Master's Degree or equivalent) in Political Science, Management or Development or a related field. A first level university degree with a combination of two additional years of qualifying experience may be accepted in lieu of the advanced degree. Professional training in the areas of planning, monitoring and evaluation, facilitation and / or coordination is an asset.

Experience: A minimum of two years of progressively responsible experience in political science, international relations, law, disarmament, security, development management, conflict resolution or related areas.

Language: English and French are the working languages of the United Nations. Fluency in English and Somali (oral and written) is required.

Assessment Method: Evaluation of qualified candidates for this position may include a substantive assessment which will be followed by a competency-based interview.

Additional Information:

Candidates who are not selected, but whose performance in the interview process nevertheless demonstrated them to be suitable for a similar function may be kept on a roster for up to seven years. Candidates placed on the roster may be considered for selection against future vacancies for the same function and level.

How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (P.11) to the address mentioned below on or before the deadline. The P.11 is on the **https://unsos.unmissions.org/jobs.** Applications submitted after the deadline **21 March 2018** will not be accepted. **Curriculum Vitaes (CVs) will not be accepted.**

Email: recruitment-unsoa@un.org

Please quote, Vacancy Announcement Number and Functional Title in the subject of the e-mail.

Kindly attach a copy of P11, Degree Certificate, Passport and or National Identification Card. Copy of Valid Driving License Please note Criminal Investigation Department (CID) and National Intelligence and Security Agency (NISA) certificates are required at a later stage of the recruitment process.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).