



# UNITED NATIONS ASSISTANCE MISSION IN SOMALIA (UNSONM)



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:	29 August 2016
DATE OF ISSUANCE:	30 July 2016
FUNCTIONAL TITLE:	POLITICAL AFFAIRS OFFICER
LEVEL:	NO-C
SECTION:	POLITICAL AFFAIRS AND MEDIATION GROUP
LOCATION:	HARGEISA, SOMALILAND
DURATION OF CONTRACT:	ONE (1) YEAR FIXED TERM
VACANCY ANNOUNCEMENT NUMBER:	UNSONM/PAMG/049/2016

## Special Notice

This position is funded for an initial period of one year, extension of appointment will be subject to budgetary approval. Appointment against this post 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 after the job opening has been posted 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 UN Contractors in order to be eligible to apply for this vacancy.

## Organizational Setting and Reporting Relationships:

This position is located in the Political Affairs and Mediation Group (PAMG) Hargeisa. The incumbent will report to the Head of Area Office in Hargeisa, Somaliland.

### Responsibilities:

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

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- Monitor, report and analyse developments in Somaliland;
- Establish and maintain contact with Somaliland administration officials, clan elders, religious leaders, youth and women's representatives, civil society organisations, representatives of the international community and other local interlocutors in Somaliland;
- Establish and maintain a profile matrix of key actors in Somaliland;
- Coordinate and communicate with relevant Somali political actors and other counterparts as appropriate;
- Advise on and coordinate activities in the promotion of broader initiatives of national reconciliation, federalism, state building and elections involving key political actors, clan and community leaders, religious leaders, women and youth leaders and relevant civil society organizations;
- Prepare studies, presentations, briefs, policy documents and reports relevant to PAMG;
- Help with translation of documents into both Somali and English, as required;
- Support high-level visits through the preparation of, among others, draft programmes, talking points and taking notes in meetings;
- Act as an interpreter and translator in meetings in both Somali and English, as required;
- Perform any other assignments as may be directed by the Head of Area Office and the Chief of PAMG.

## Competencies

**Professionalism:** Good understating of political, social and economic developments in Somalia and Horn of Africa. Ability to identify and analyze 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 supervisor as well as the team 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:** Advanced university degree (Master's degree or equivalent) in political science, international relations, international economics, law, public administration or other related area. A first level university degree with a combination of two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Professional training in the areas of facilitation and/or coordination is an asset.

**Experience:** A minimum of five (5) years of progressively responsible experience in political science, international relations, law, disarmament, security, development management, conflict resolution or related area.

**Language:** English and French are the working languages of the United Nations Secretariat. For this position, fluency in English and Somali (both oral and written) is required. Knowledge of other UN language is an advantage.

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

## 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 29 August 2016 will not be accepted. CVs will not be accepted.

**Email: [recruitment-unsoa@un.org](mailto: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, NISA Certificate, CID Certificate, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility.

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).