



UNITED NATIONS ASSISTANCE MISSION IN SOMALIA (UNSON)



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: 12 SEPTEMBER 2016
DATE OF ISSUANCE: 13 AUGUST 2016
FUNCTIONAL TITLE: ASSOCIATE DISARMAMENT DEMOBILIZATION & REINTEGRATION OFFICER (DDR OFFICER)
LEVEL: NO-B
SECTION: RULE OF LAW AND SECURITY INSTITUTIONS GROUP (ROLSIG)
LOCATION: KISMAYO
DURATION OF CONTRACT: ONE (1) YEAR FIXED TERM
VACANCY ANNOUNCEMENT NUMBER: UNSOM/ROLSIG/050/2016

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 Kismayo. The incumbent will report to Chief, DDR Section.

Duties and Responsibilities:

Within delegated authority, the Associate DDR Officer will be responsible for the following duties:

- Contributes in the development, implementation and evaluation of DDR activities in assigned region in accordance with system-wide principles and guidance, and the mandate of the Mission in particular.
- Carries out basic research and analysis on selected aspects of the DDR programme, including operations and other related subjects and activities, e.g. reviews relevant documents and reports; collects, analyses and presents statistical data and other information gathered from diverse sources; identifies problems and issues to be addressed and recommends corrective actions; liaises with relevant parties; identifies and tracks follow-up actions.
- Contributes to the monitoring of DDR activities, undertakes periodic reviews of DDR operations to assess effectiveness and efficiency, achievement of results and procedural compliance.
- Maintains awareness of current DDR issues, including relevant political, policy and gender considerations; monitors and assesses the political situation in assigned area of responsibility as required.
- Participates in discussions with the Mission's civilian, military and other components, as well as with international and national partners on DDR activities.
- Contributes to the preparation of various written outputs, e.g. draft background papers, analytical notes, sections of reports and studies, manuals on standards and procedures, inputs to publications, etc.
- Provides administrative and substantive support to consultative and other meetings, conferences, including the preparation of background documents and presentations, handling logistics, etc.
- Undertakes outreach activities; participates in the development and delivery of training workshops, seminars, and induction courses on assigned topics/activities.
- Organizes field visits for high-level UN officials; participates in field visits to review implementation of various DDR programmes/activities, including provision of substantive and administrative support.
- Performs other related duties as required.

Competencies

Professionalism: Knowledge of DDR and related issues, including approaches and techniques to address difficult problems. Ability to identify issues and judgment in applying technical expertise to resolve a wide range of problems. Ability to conduct research, including ability to evaluate and integrate information from a variety of sources and assess impact on the DDR activities in country/area. Ability to conduct data collection using various methods. 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: A first-level university degree in political science, international relations, international economics, law, public administration, or related field.

Experience: A minimum of two years of progressively responsible experience in international affairs such as peacekeeping, peacebuilding or development programmes, preferably, with specific focus on conflict/post conflict and economic recovery issues or related areas. Previous experience working with vulnerable groups in the areas of peacekeeping, peacebuilding, development, small arms or DDR is an advantage.

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: Evaluation of qualified candidates for this position may include a substantive

Method 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 **12 September 2016** will not be accepted. 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, 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).