


<h1>Vacancy announcement</h1>		
<h2>UN JPO Programme</h2>		
<h3>JPO in Gender Affairs</h3>		
<i>United Nations Office of Counter-Terrorism (UNOCT), Human Rights and Gender Section, Gender Unit</i>		Closing date 19 November 2024 6 pm EST
<u>Vacancy Announcement # 23P100</u>		
I General information		
Title:	JPO in Gender Affairs	
Sector of Assignment:	Gender Affairs, Programme Management, Counter-Terrorism	
Country:	USA	
Location (City):	New York	
Agency:	United Nations Office of Counter-Terrorism (UNOCT), Human Rights and Gender Section, Gender Unit	
Duration of Assignment:	The assignment is intended for a minimum duration of 2 years. The initial appointment is for 1 year, renewable based on performance and availability of funds.	
Grade:	P2 step 1 in the first year	
Note: This post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the United States of America and is addressed to candidates with U.S. citizenship. U.S. candidates must be no older than 32 years of age as of December 31 of the year of application.		
II Duties, responsibilities and Output Expectations		
Under the supervision of the UNOCT Gender Adviser, and through consultations with experts and practitioners from UNOCT and entities, the incumbent will be responsible for supporting gender mainstreaming in the work of UNOCT:		
<ul style="list-style-type: none"> • Assists in the development and implementation of projects dedicated to gender equality in counter-terrorism and preventing and countering of violent extremism (PCVE) context, including drafting required project proposals, undertaking background research, monitoring and evaluating the progress, and drafting reports. • Assists in mainstreaming gender in the UNOCT's programme, coordination and policy functions, including through providing reviews and technical assistance to project/programme documents, knowledge products, reports and policies. • Supports the collection and compilation of data for and drafting of the annual reporting to the UN System Wide Action Plan on Gender Equality and Women's Empowerment (UN SWAP 2.0), and for the yearly internal Gender Assessment Report, monitoring the progress of the Office's implementation of its gender marker. 		

- Assists in continuous mapping of research and knowledge products related to gender in CT/PCVE to contribute to the Gender Unit's database of knowledge and resources, including drafting summaries of relevant resources.
- Assists in the development of tools and guidance for gender mainstreaming to support Programme Officers across UNOCT.
- Prepares briefing notes and talking points for meetings and events.
- Supports the management and coordination of the UNOCT Gender Task Force.
- Organizes meetings and events on gender and CT/PCVE for the Gender Unit and in support to gender-related events organized by other programmes/ projects in UNOCT.
- Performs other tasks as appropriate.

III Training component: Learning elements and expectations

Upon completion of the assignment, the JPO will have:

- A good understanding of challenges and practical solutions in mainstreaming gender in efforts to counter terrorism and prevent violent extremism.
- A good understanding of the mandate, programme and operations of the UN, UNOCT and counter-terrorism entities and their activities, especially in relation to gender mainstreaming, as well as their inter-agency coordination in relation to the four pillars of the Global Counter-Terrorism Strategy, including in particular Pillar IV;
- An in-depth understanding of the work of the United Nations in the field of peace and security, with a focus on women, peace and security;
- Experience in providing analysis and advice to senior UN officials ;
- Experience in producing original research on issues of current geopolitical importance with regard to counter-terrorism;
- Enhanced skills in programme development and project management;
- Enhanced skills in report writing and presentations;
- Enhanced skills in various subjects through UN trainings;
- A network of colleagues from the United Nations, Member States, as well as academia and civil society on issues pertaining to counter-terrorism and peace and security in general; and
- Experience in planning, time management and working effectively in a multi-cultural environment.

IV Supervision

Title of Supervisor:

Gender Adviser (P-4), Gender Unit/Human Rights and Gender Section

Content and methodology of supervision:

Establishment of a Work Plan: During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate the JPO's performance.

The JPO will be supervised on a day-to-day basis. An annual work plan will be agreed upon with the supervisor at the start of the assignment and will be updated as needed. There will be a review and

planning discussion with the supervisor on a regular basis. A staff performance review will be conducted every year (including mid-term review) in line with UN rules and regulations.

V Required Qualifications and Experience

Education:

Advanced university degree in international law, gender, women's studies, international relations or relevant field. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Working experience (incl. internships and volunteering):

Minimum of 2 years of work experience in mainstreaming gender, with proven experience in drafting policy papers, reports and summaries on political and/or legal matters, as well as in conducting research and providing timely input on policy and/or legal questions. Good knowledge of United Nations and international instruments, especially those concerning gender equality, women's rights, women, peace and security agenda and counter-terrorism. Knowledge and/or experience with gender as related to counter-terrorism, the prevention of violent extremism or victims of terrorism is required. Project management experience is desirable.

Languages:

English and French are the working languages of the United Nations. For this post, fluency in English (both oral and written) is required. Knowledge of another UN official language is desirable.

UN competencies:

PROFESSIONALISM: Good understanding of women's rights, gender equality and empowerment of women; Accumulated professional competency in project management; Demonstrates professional competence and mastery of gender mainstreaming; Shows pride in work and in achievements; Conscientious and efficient in meeting commitments, observing deadlines, and achieving results; Motivated by professional rather than personal concerns; and shows persistence when faced with difficult problems or challenges.

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 the audience; Demonstrates openness in sharing information and keeping people informed.

PLANNING AND ORGANIZING: Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments, adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently.

Workforce Diversity

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

VI Background information on Agency/Department/Section

UNOCT was established by the General Assembly in June 2017. The Office has five main functions: (a) provide leadership on the General Assembly counter-terrorism mandates entrusted to me from across the United Nations system; (b) enhance coordination and coherence across the 38 Counter-Terrorism Implementation Task Force entities to ensure the balanced implementation of the four pillars of the Strategy; (c) strengthen the delivery of United Nations counter-terrorism capacity-building assistance to Member States; (d) improve visibility, advocacy and resource mobilization for United Nations counter-terrorism efforts; and (e) ensure that due priority is given to counter-terrorism across the United Nations system and that the important work on preventing violent extremism is firmly rooted in the Strategy.

The JPO position is situated within the Human Rights and Gender Section, which is part of UNOCT and was established in January 2022. The Section reports directly to Deputy to the Under-Secretary-General (DUSG). The Section functions as UNOCT's policy lead on topics related to human rights, gender equality and intersectionality. It also works towards ensuring that these aspects are appropriately considered throughout UNOCT's policy, programmatic, and coordination functions. In addition to contributing to internal quality assurance, the Human Rights and Gender Section further supports UNOCT's external engagement on human rights and gender with a view to ensure that such engagement is grounded in the United Nations Charter, the United Nations Global Counter-Terrorism Strategy (GCTS) and its review resolutions, and relevant international law norms and standards, in particular international human rights law.

VII How to apply

Applicants should submit their application electronically directly to the Organization.

Candidates who would like to apply should do so **online** via

<https://owa.undesa.it/oas/oas.aspx?CMD=START&CP=11>

Applications must be received no later than **19 November 2024, 6.00 pm (Eastern Time UTC-5, New York USA)**. Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter.