

# Job Title: Director, Division for Gender Equality

Post Number : ODG 070

Grade : D-2

Parent Sector : Office of the Director-General (CAB)

Duty Station: Paris

Job Family: Programme Coordination

Type of contract : Fixed Term

Duration of contract : 2 years

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 4-MAY-2022 (EXTENDED)

UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

## OVERVIEW OF THE FUNCTIONS OF THE POST

*Gender equality was designated a global priority by UNESCO Member States in 2007. Today, gender equality is central to UNESCO's strategic objectives of peace and sustainable development at the core of its Medium-Term Strategy (2022-2029). UNESCO has a unique role to play in this area as the agency with five distinct Major Programmes, for education, natural and human sciences, culture, communication and information. Each of these Programmes has a specific mandate, which can work together to promote gender equality in a transversal manner and thus make an original contribution to development outcomes in support of the UN Sustainable Development Goals and through UNESCO's Commitments for Generation Equality.*

The role of the Division for Gender Equality is to provide strategic policy advice and ensure coherence, complementarities and opportunities for intersectoral approaches on global priority gender equality to be implemented by UNESCO's major programme sectors at Headquarters and in field offices. It has representational and reporting functions to UNESCO's governing bodies as well as contributing to multilateral monitoring and evaluation exercises. In pursuit of UNESCO's function as a laboratory of ideas, the Division supports the production of new research and knowledge products that can serve the actions of major programme sectors, including their global reports and indicator frameworks, advocacy and communication activities to increase the impact and visibility of UNESCO's actions to promote gender equality. The Division is committed to capacity development through the production of tools and the organization of activities that facilitate peer to peer learning across the Organisation.

Leading the Division for Gender Equality, the Director is a member of the Senior Management Team and provides intellectual and strategic leadership for the promotion of gender equality in all UNESCO programmes and initiatives. S/he manages the Division as well as a global community of gender experts specialised in areas of UNESCO's competencies that can be mobilised to assist Major Programmes at Headquarters and in the Field Offices/Institutes.

Under the general authority of the Director-General of UNESCO, the incumbent acts as the focal point for UNESCO's Priority Gender Equality and shall, specifically:

- Exercise leadership in providing strategic policy advice, enhanced coordination, efficient monitoring and reporting on the implementation of global priority gender equality across UNESCO's fields of competence by Major Programme Sectors at HQ and in the field (in accordance with UNESCO's Governing Body decisions and the Director-General's directives);
- Report to the Director-General on critical issues and provide advice to the Senior Management Team on emerging issues/trends in relation to gender equality across UNESCO's fields of competence;
- Assess the overall programme performance and results of the Organisation to implement Priority Gender Equality and lead capacity development interventions to equip UNESCO staff with competencies and skills to fully implement global priority gender equality;
- Represent the Organization within the United Nations system, including other international organizations and multi-lateral agencies, and with the Member States with a view to promoting UNESCO's positions/messages regarding gender equality.

## COMPETENCIES (Core / Managerial)

Communication (C)

Accountability (C)  
Innovation (C)  
Knowledge sharing and continuous improvement (C)  
Planning and organizing (C)  
Results focus (C)  
Teamwork (C)  
Professionalism (C)  
Building partnerships (M)  
Driving and managing change (M)  
Leading and empowering others (M)  
Making quality decisions (M)  
Managing performance (M)  
Strategic thinking (M)

For detailed information, please consult the [UNESCO Competency Framework](#).

## **REQUIRED QUALIFICATIONS**

### **Education**

- Advanced university degree (Master's degree) in gender studies, social sciences, international development or other related fields.

### **Work Experience**

- A minimum of 15 years relevant international professional experience in the field of gender equality and/or women's empowerment related disciplines.
- Experience in gender mainstreaming at different levels – within government institutions, international organizations, international non-governmental organizations and in design of research, policies or other initiatives on gender equality and women's empowerment.
- Experience in the monitoring and reporting of programmes and projects to promote gender equality across UNESCO's fields of competence.
- Demonstrated leadership in professional networks.

### **Skills/Competencies**

- Commitment to the Organization's mandate, vision and priorities.
- Ability to exercise intellectual authority, as well as provide and manage advisory services.
- High sense of professional integrity, objectivity, strong analytical capabilities, diplomacy and political astuteness.
- Strategic and leadership skills in a multilateral setting with the ability to establish and maintain effective and constructive working relations in a highly political environment with people of different national and cultural backgrounds.
- Strong sense of impartiality and objectivity and positive attitude towards the Organization and its goals.
- Highly developed analytical and communication skills and the ability to quickly grasp complex issues and produce solutions.
- Excellent communication skills with strong representational abilities.

### **Languages**

- Excellent knowledge of English or French, with excellent drafting skills, and good working knowledge of the other.

## **DESIRABLE QUALIFICATIONS**

### **Education**

- Other degrees or short- to medium-term training in disciplines relevant to the post.

### **Work Experience**

- Senior-level assignments at the international level and/or within the United Nations system.
- Proven ability to function effectively at the highest governmental levels, and to build collaborative partnerships and networks.
- Professional experience gained in multicultural working environments.

### **Skills/Competencies**

- Knowledge of the Organization and its methods of work.
- Knowledge of the United Nations system and/or other international organizations/institutions.
- Knowledge of United Nations intergovernmental processes including those related to women's empowerment, gender mainstreaming and gender equality.

- Sound knowledge of international standards on human rights, women's rights and related instruments.
- Ability to identify efficiencies and address operational challenges in processes through innovative methods and solutions.

### Languages

- Knowledge of another official language of UNESCO (Arabic, Chinese, Russian, Spanish).

## **BENEFITS AND ENTITLEMENTS**

UNESCO's salaries consist of a basic salary and other benefits which may include if applicable: 30 days annual leave, family allowance, medical insurance, pension plan etc.

For full information on benefits and entitlements, please consult our Guide to Staff Benefits.

## **SELECTION AND RECRUITMENT PROCESS**

Please note that all candidates must complete an on-line application and provide complete and accurate information. To apply, please visit the UNESCO careers website. No modifications can be made to the application submitted.

The evaluation of candidates is based on the criteria in the vacancy notice, and may include tests and/or assessments, as well as a competency-based interview.

UNESCO uses communication technologies such as video or teleconference, e-mail correspondence, etc. for the assessment and evaluation of candidates.

Please note that only selected candidates will be further contacted and candidates in the final selection step will be subject to reference checks based on the information provided.

*UNESCO recalls that paramount consideration in the appointment of staff members shall be the necessity of securing the highest standards of efficiency, technical competence and integrity. UNESCO applies a zero-tolerance policy against all forms of harassment. UNESCO is committed to achieving and sustaining equitable and diverse geographical distribution, as well as gender parity among its staff members in all categories and at all grades. Furthermore, UNESCO is committed to achieving workforce diversity in terms of gender, nationality and culture. Candidates from non- and under-represented Member States (last update here) are particularly welcome and strongly encouraged to apply. Individuals from minority groups and indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the highest level of confidentiality. Worldwide mobility is required for staff members appointed to international posts. UNESCO does not charge a fee at any stage of the recruitment process.*