

Job Opening

Posting Title:	DIRECTOR, POLITICAL AFFAIRS, D2
Job Code Title:	DIRECTOR, POLITICAL AFFAIRS
Department/Office:	United Nations Organisation Stabilization Mission in the Democratic Republic of the Congo
Duty Station:	KINSHASA
Posting Period:	29 May 2018 - 27 June 2018
Job Opening Number:	18-Political Affairs-MONUSCO-97246-D-Kinshasa (M)
Staffing Exercise	N/A

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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Org. Setting and Reporting

The Political Affairs Director reports to the Special Representative of the Secretary-General (SRSG). S/he manages a diverse team of officers located throughout the mission area. The position is located in Kinshasa. Kinshasa has been designated as a family duty station by the United Nations Secretariat. As such, MONUSCO



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staff based in Kinshasa are allowed to relocate their family members to Kinshasa.

Responsibilities

Within delegated authority from the SRSG, the Director will be responsible for the following duties:

Political Analysis and Advice

- Identify, analyze and monitor political developments and emerging issues with respect to the implementation of MONUSCO's mandate.
- Assess implications, make recommendations to the Mission leadership on possible strategies, policies and other measures to address issues of concern and to advance mandated and assigned objectives.
- Provide strategic guidance to the components in the Political Affairs Division.

Reporting and Information Management:

- Ensure regular, timely and high quality reporting to the Mission leadership on developments and issues pertaining to the mandate.
- Manage the preparation of summary and analytical reports, including situation reports, briefing notes, notes to file and code cables.
- Manage the preparation/review of the reports of the Secretary-General to the Security Council and reports to the Advisory Committee on Administrative and budget Questions (ACABQ), the General assembly.
- Oversee the preparation of contextual information materials.
- Review inputs and reports of the Political Affairs Division to ensure synergy and complementarity in the implementation of the Mission's mandate.

Planning, Coordination and Facilitation:

- Develop and maintain collaborative relationships with the Government of the DRC, political parties and all other relevant actors: civil society actors, the UN family and other national and international partners on coordination and policy matters.
- Coordinate the activities of the Political Affairs Division (PAD) within the Mission and with external stakeholders.
- Consult and cooperate with partners to develop strategies and plans of action to address political challenges, in pursuit of mandated objectives. Monitor, evaluate and report on implementation of these strategies and plans of action.

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Management:

- Monitor the implementation of the Division's programme of work and together with the SRSG, determine priorities and activities that are in accordance with the mandate.
- Monitor related administrative tasks, including preparation of budgets, assignment and monitoring of performance parameters and critical indicators, reporting on budget, preparation of inputs for the results-based budgeting process (RBB).
- Provide strategic guidance to the MLT and participate in their evaluation.
- Supervise, mentor and evaluate staff

Competencies

Professionalism - Demonstrated in-depth understanding of peacekeeping operations; Substantial and diverse experience in all facets of the job; Strong analytical and evaluative skills combined with good judgment; in-depth understanding of and an ability to evaluate international political situations; Excellent drafting and presentation skills; 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.

Planning and Organizing - Develops clear goals that are consistent with agreed strategies; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Uses time efficiently.

Vision - Identifies strategic issues, opportunities and risks; Clearly communicates links between the organisation's strategy and the work unit's goals; Generates and communicates broad and compelling organisational direction inspiring others to pursue that same direction; Conveys enthusiasm about future possibilities.

Judgment/Decision-making - Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; Gathers relevant information before making a decision; Considers positive and negative impact on others and on the Organization; Proposes a course of action or makes a recommendation based on all available information; Checks assumptions against facts; Determines that the actions proposed will satisfy the expressed and underlying needs for the decision; Makes tough decisions when necessary.

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Building Trust - Provides an environment in which others can talk and act without fear or repercussion; Manages in a deliberate and predictable way; Operates with transparency, has no hidden agenda; Follows through on agreed upon actions.

Education

Advanced university degree (Masters or equivalent) in Political Science, International Relations, Social Science, Law or a related 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.

Work Experience

At least 15 years of progressively responsible experience in political affairs, diplomacy, conflict resolution, or related field is required. Extensive experience in political outreach, analysis, reporting and negotiation in an international setting is required. Experience managing a large team or office is required. Experience working in a United Nations common system field operation (inclusive of peacekeeping, political missions and UN agencies, funds, and programmes) -or similar international organization or non-governmental organization- in a conflict or post-conflict setting is required. Field experience in Africa is required. Experience working in or on the Great Lakes Region is desirable.

Languages

English and French are the official working languages of the United Nations. For this post, fluency in English and French is required.

Assessment

Evaluation of qualified candidates may include a written assessment exercise which may be followed by competency-based interview. Core values and competencies will be assessed throughout the evaluation process.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation or sexual abuse, or crimes other than minor traffic offences, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any

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actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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 Secretariat is a non-smoking environment.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.

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