

Indian National Commission for Cooperation with UNESCO
Government of India
Ministry of Human Resources Development
Department of Higher Education

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UNESCO Headquarters, Paris has advertised for the post of **Director (D-1) of the Division of Social Transformations and Intercultural Dialogue in Paris, France**. Relevant details are on the next page.

Applications must be submitted directly to UNESCO by **12th October, 2014** through online under intimation to **inc.edu@nic.in**

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United Nations
Educational, Scientific and
Cultural Organization

Ref.: CL/4062

Subject: **Director (D-1)**
Division of Social Transformations and Intercultural Dialogue
Paris, France
SHS 142

Sir/Madam,

I wish to inform you that I have decided to advertise the post of Director of the Division of Social Transformations and Intercultural Dialogue in Paris (France).

I enclose herewith information on the duties with which the selected candidate will be entrusted, as well as on the required qualifications, experience and competencies.

As you know, the Secretariat accords great importance to geographical distribution and gender, especially at the senior level. I should be grateful, therefore, if you would assist me in achieving a more balanced geographical distribution, as well as an equitable representation of women, by encouraging appropriate and qualified candidates to apply.

Candidates who wish to be considered for this post shall apply online, via the dedicated UNESCO website, *Careers*, as soon as possible and well before the closing date, and ensure that applications are well received in the system. Candidates will receive an automatic acknowledgement of receipt by email confirming the registration of their applications.

It is important to note that all applications must be correctly submitted by **12 October 2014** at the latest. Should you have any queries, please send an email to staffingteam@unesco.org.

Exceptionally, candidates without access to the Internet shall submit their application, quoting the post number: "SHS 142", to the following address below:

Director
Bureau of Human Resources Management (HRM)
UNESCO
7 place de Fontenoy
75352 Paris 07-SP
France

Only applications received at this address within the stipulated deadline can be considered to ensure equitable treatment to all applications received.

Each candidate's application should contain a detailed *curriculum vitae* and the names of persons from whom professional references may be obtained. The *curriculum vitae* may be submitted in English or French, preferably on the official UNESCO *curriculum vitae* form, and should include the following information:

26/8/14
M. Singh

7, place de Fontenoy
75352 Paris 07 SP, France
Tél.: +33 (0)1 45 68 10 00
Fax: +33 (0)1 45 68 16 90

www.unesco.org

To Ministers responsible for relations with UNESCO

Title: DIRECTOR, DIVISION OF SOCIAL TRANSFORMATIONS
& INTERCULTURAL DIALOGUE

Domain: Social Transformations

Post Number: SHS-142

Grade: D-1

Organizational Unit: Social and Human Sciences Sector

Primary Location: Paris, France

Recruitment open to: Internal and external candidates

Type of contract: Fixed-Term

Annual salary: US \$168,212

Deadline (midnight, Paris time): 12 October 2014

OVERVIEW OF THE FUNCTIONS OF THE POST

The Division of Social Transformations and Intercultural Dialogue of the Social and Human Sciences Sector of UNESCO supports Member States in developing innovative inclusive policies to accompany and anticipate social transformations and to foster intercultural dialogue, providing also the Secretariat to the Intergovernmental Management of Social Transformations (MOST) Programme. It strengthens links between scientific research and policy-making; builds human and institutional capacities for the implementation of public policies; and develops UNESCO's leadership role as a laboratory of ideas and a forum for foresight. It is responsible for the lead role entrusted to UNESCO by UN General Assembly Resolution 67/104 for the International Decade for the Rapprochement of Cultures (2013-2022).

Under the overall authority of the Director-General and the direct supervision of the Assistant Director-General of Social and Human Sciences Sector, the incumbent will be responsible for providing intellectual leadership, strategic vision and operational guidance to the Division in line with UNESCO's Medium-Term Strategy and the post-2015 development agenda. The incumbent will:

- lead the Division's programmes to strengthen UNESCO's leadership in promoting a culture of peace and dialogue in a context of rapid social transformations and multiples crises and will mobilize for it, future-oriented research, knowledge and policy-making, provide strategic direction to strengthen the links between future-oriented social science and humanities research and policy-making, and to design and implement focused initiatives, in UNESCO's fields of competence, that support the emergence of more inclusive societies in a context of cultural diversity;
- provide strategic guidance to the Division in its role to consolidate UNESCO's function as a global laboratory of ideas, foresight and anticipation, to map out current and future needs and to design innovative proposals for the development of inclusive public policies, bridging research, policy and practice.

The incumbent will also be responsible for the overall management of human and financial resources, planning and coordination of programmes and plans of action for the Division, including the mobilization of extrabudgetary resources and the establishment of partnerships with civil society, cities, local governments and private partners.

REQUIRED QUALIFICATIONS

EDUCATION

- An advanced university degree, preferably at the Doctorate level or equivalent, in social sciences or a related field.

WORK EXPERIENCE

- At least 15 years of progressive professional experience with the requirements of international cooperation, preferably within the United Nations system context.
- Extensive experience in leading social transformations, intercultural dialogue and foresight issues, preferably in an international organization, and substantive knowledge of the work of principal agencies and organizations active in these fields.
- Specialization and/or substantive experience on social science research-policy nexus, notably in developing countries, and an established record of publications in the field of social transformations, intercultural dialogue and/or foresight would be an asset.

UNESCO is committed to promoting geographical distribution and gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States. Persons with disabilities equally are encouraged to apply. Worldwide mobility is required as staff members must be ready to serve in other duty stations in accordance with UNESCO's geographical mobility policy.

UNESCO DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS.

- Experience in conducting complex negotiations diplomatically and tactfully. Experience in resource mobilisation and development of partnerships.

SKILLS/COMPETENCIES

- Commitment to the Organization's mandate, vision, strategic direction and priorities.
- Leadership capacity and managerial skills, a broad general culture and sound analytical capacities, high sense of objectivity and professional integrity, diplomacy, tact and political astuteness.
- Ability to exercise intellectual authority, as well as to provide and manage advisory services and functions.
- Ability to direct change processes at the management level, and familiarity with the administration of an institution accountable to governing bodies.
- Demonstrated strategic planning and management abilities, including capacity to administer extensive programmes and financial resources, as well as exercise appropriate supervision and control.
- Ability to define clear strategy and manage an ambitious programme.
- Organizational skills, including in establishing plans and priorities, as well as in implementing them effectively, and in devising implementation plans.
- Ability to interact with a wide range of high-level partners, and demonstrated partnership development and fundraising experience.
- Demonstrated interpersonal skills, ability to motivate teams in a multicultural environment, as well as ensure training and development of staff.
- Ability to communicate effectively and persuasively, both orally and in writing, with strong representational abilities.
- Basic computer skills.

LANGUAGES

- Excellent knowledge and drafting skills in one of the working languages (English or French) of the Organization. A good knowledge of the second one is strongly desirable. Language training will be mandatory in order to acquire the required level of the second working language in a reasonable timeframe.

DESIRABLE QUALIFICATIONS

EDUCATION

- A PhD degree or equivalent degree preferably in social sciences or a related field would be an asset.
- Other degrees or short- to medium-term training in disciplines relevant to the post would be an advantage.

WORK EXPERIENCE

- A proven record of senior management and professional experience at the international or intergovernmental levels.

SKILLS/COMPETENCIES

- Sound judgment and decision-making skills.
- Strong global professional network.
- Ability to identify key strategic issues, objectives, opportunities and risks.
- Professional experience gained in multicultural working environments would be an asset.
- Ability to interact with a wide range of high-level partners of different nationalities and cultural backgrounds and demonstrated partnership development.

LANGUAGES

- Knowledge of other United Nations languages (Arabic, Chinese, Russian and Spanish).

BENEFITS AND ENTITLEMENTS

UNESCO's salaries are calculated in US dollars. They consist of a basic salary and a post adjustment, which reflects the cost of living in a particular duty station, as well as exchange rates.

Other benefits include: 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details can be found on the [ICSC Website](#).

Please note that UNESCO is a non-smoking Organization.

A WRITTEN EXAMINATION MAY BE USED IN THE EVALUATION OF CANDIDATES.

**Representation of Member States in posts subject
to geographical distribution as at 1 May 2014**

Representation above range	Representation within range	Representation below range	Nil
Algeria	Afghanistan	Andorra	Angola
Belgium	Albania	Antigua and Barbuda	Azerbaijan
Bulgaria	Argentina	Armenia	Bahrain
Cameroon	Australia	Bahamas	Barbados
Canada	Austria	Belarus	Brunei Darussalam
Denmark	Bangladesh	Belize	Cabo Verde
Ethiopia	Benin	Bhutan	Central African Republic
France	Botswana	Bolivia (Plurinational State of)	El Salvador
Greece	Burkina Faso	Bosnia and Herzegovina	Equatorial Guinea
Ireland	Burundi	Brazil	Guatemala
Italy	Cambodia	Chad	Guyana
Lebanon	Chile	China	Haiti
Morocco	Colombia	Comoros	Iceland
Nepal	Congo	Cook Islands	Kiribati
Niger	Costa Rica	Djibouti	Kuwait
Romania	Côte d'Ivoire	Dominica	Lesotho
Senegal	Croatia	Dominican Republic	Liberia
South Africa	Cuba	Eritrea	Luxembourg
Spain	Cyprus	Estonia	Malta
Tunisia	Czech Republic	Fiji	Marshall Islands
	Democratic People's Republic of Korea	Gabon	Micronesia (Federated States of)
	Democratic Republic of the Congo	Grenada	Monaco
	Ecuador	Guinea	Montenegro
	Egypt	Guinea-Bissau	Nauru
	Finland	Hungary	Niue
	Gambia	Indonesia	Palau
	Georgia	Iran (Islamic Republic of)	Paraguay
	Germany	Iraq	Saint Vincent and the Grenadines
	Ghana	Kazakhstan	Samoa
	Honduras	Kenya	Singapore
	India	Kyrgyzstan	Slovenia
	Israel	Libya	Solomon Islands
	Jamaica	Maldives	South Sudan
	Japan	Myanmar	Suriname
	Jordan	Namibia	Tajikistan
	Lao People's Democratic Republic	New Zealand	Timor-Leste
	Latvia	Nicaragua	Tonga
	Lithuania	Oman	Tuvalu
	Madagascar	Palestine	United Arab Emirates
	Malawi	Panama	United Republic of Tanzania
	Malaysia	Papua New Guinea	Vanuatu
	Mali	Portugal	
	Mauritania	Qatar	
	Mauritius	Russian Federation	
	Mexico	Rwanda	
	Mongolia	San Marino	
	Mozambique	Sao Tome and Principe	
	Netherlands	Saudi Arabia	
	Nigeria		

**Representation
above range****Representation
within range****Representation
below range****Nil**

	Norway	Serbia	
	Pakistan	Sierra Leone	
	Peru	Somalia	
	Philippines	Sri Lanka	
	Poland	Sudan	
	Republic of Korea	Swaziland	
	Republic of Moldova	Sweden	
	Saint Kitts and Nevis	Switzerland	
	Saint Lucia	Thailand	
	Seychelles	Turkey	
	Slovakia	Turkmenistan	
	Syrian Arab Republic	United States of America	
	The former Yugoslav Republic of Macedonia	Venezuela (Bolivarian Republic of)	
	Togo	Viet Nam	
	Trinidad and Tobago	Zambia	
	Uganda		
	Ukraine		
	United Kingdom of Great Britain and Northern Ireland		
	Uruguay		
	Uzbekistan		
	Yemen		
	Zimbabwe		