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Post Title:	**Director, UNESCO Institute for Lifelong Learning (UIL)**
Post Number:	1DEED0001UI
Grade:	D-2
Parent Sector:	Education Sector
Duty Station:	Hamburg, Germany
Job Family:	Education
Type of contract:	Fixed-Term
Duration of contract:	2 years, renewable – maximum duration 6 years
Recruitment open to:	Internal and external candidates
Application Deadline (midnight, Paris time):	**30 May 2023**

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

OVERVIEW OF THE FUNCTIONS OF THE POST

The International Institute for Lifelong Learning (UIL) is an integral part of UNESCO's Education Sector, operating with statutory institutional autonomy under the guidance of its Governing Board. UIL promotes an integrated vision of lifelong learning, with a focus on literacy, non-formal education and adult learning and education (ALE). The mission of UIL is to promote lifelong learning through policy advice, capacity building, research, advocacy and partnership building.

Under the authority of UNESCO's Director-General, and the direct supervision of the Assistant Director-General for Education, the incumbent provides intellectual leadership and strategic vision to UIL's programme and staff. She/he proposes to the UIL's Governing Board for its approval, operational plans and associated budgets. The incumbent will also ensure that UIL fully contributes to the achievement of UNESCO's Education programme objectives in the context of implementation of the Goal 4 (Education) of the 2030 Sustainable Development Agenda. The incumbent is responsible for administering the Institute and for planning, executing and reporting on its programme and budget. The incumbent's responsibilities also include human resource planning, recruitment, and performance management in order to develop motivated and effective teams with appropriate competencies to achieve UIL's objectives; resource mobilization; and acting as the external advocate for UIL, liaising with financial partners, and with UIL's other stakeholders.

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)
Strategic thinking (M)
Making quality decisions (M)
Managing performance (M)
Leading and empowering others (M)

For detailed information, please consult the UNESCO Competency Framework.

REQUIRED QUALIFICATIONS

Education

- Advanced university degree (Master's or equivalent) in education or related social sciences fields.

Work Experience

- Minimum 15 years of progressively responsible relevant professional experience in the field of education at national and international level, including several years of experience in senior management positions.
- Experience in resource mobilization and partnership development.

Skills and Competencies

- Commitment to the Organization's and Institute's mandate, vision and strategic direction, as well as its priorities.
- Proven leadership and managerial skills, a broad general culture and sound analytical capacities, high sense of objectivity, professional integrity and political astuteness.
- Ability to direct, change processes at the management level, and familiarity with the administration of an institution accountable to governing bodies.
- Ability for strategic planning and management and demonstrated ability to translate strategy into priorities and action, and effectively plan, mobilize and manage resources to deliver results.
- Ability to communicate effectively and persuasively, orally and in writing, with strong representational abilities.
- Demonstrated ability to mobilize resources in an entrepreneurial spirit, and in support of institutional development.
- Relevant research ability to identify emerging educational needs to which an international research and training programme could make a substantial contribution, as well as exploring new avenues and patterns of action.
- Demonstrated interpersonal skills and ability to provide intellectual leadership and motivate teams in a multicultural environment, as well as ensure training and development of staff.

Languages

- Excellent knowledge (written and spoken) of English or French and good working knowledge of the other.

DESIRABLE QUALIFICATIONS

Education

- A PhD in education or other related social science fields.
- Other degrees or short- to medium-term training in disciplines relevant to the post.

Work experience

- Experience in research and development in areas related to lifelong learning.
- Experience the field of international relations and diplomacy, multilateral cooperation and development.
- Experience in the United Nations system.
- Experience in donor relations.
- Strong global professional network.

Skills and Competencies

- Understanding of UNESCO's strategic direction and familiarity of UNESCO's operations.
- Knowledge of agile working methodology.
- Understanding of the functioning of the United Nations system globally and coordination mechanism of the 2030 Sustainable Development Agenda.

Languages

- Knowledge of other official UNESCO languages (Arabic, Chinese, Russian or 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.

The approximate annual starting salary for this post is US $139,412.

For full information on benefits and entitlements, please consult our Guide to Staff Benefits. Please note that UNESCO is a non-smoking Organization.

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.

Representation of Member States in posts subject to geographical distribution as at 31 March 2023

Representation above range	Representation within range	Representation below range	Not represented
Algeria	Afghanistan	Albania	Andorra
Argentina	Australia	Angola	Bahamas
Belgium	Austria	Antigua and Barbuda	Bahrain
Benin	Azerbaijan	Armenia	Bhutan
Cameroon	Bolivia (Plurinational	Bangladesh	Brunei Darussalam
Colombia	State of) Bosnia and	Barbados	Central African
Democratic Republic	Herzegovina	Belarus	Republic
of the Congo	Brazil	Belize	Chad
Ethiopia	Bulgaria	Botswana	Dominican Republic
Finland	Burkina Faso	Cabo Verde	El Salvador
France	Burundi	China	Equatorial Guinea
Greece	Cambodia	Cook Islands	Guatemala
Italy	Canada	Costa Rica	Guyana
Kenya	Chile	Croatia	Haiti
Lebanon	Comoros	Cyprus	Iceland
Mexico	Congo	Djibouti	Kiribati
Morocco	Côte d'Ivoire	Dominica	Kuwait
Nepal	Cuba	Eritrea	Lesotho
Senegal	Czechia	Estonia	Maldives
South Africa	Democratic People's	Fiji	Malta
Spain	Republic	Ghana	Marshall Islands
Tunisia	of Korea	Grenada	Micronesia
Ukraine	Denmark	Guinea-Bissau	(Federated States
	Ecuador	India	of) Monaco
	Egypt	Indonesia	Nauru
	Eswatini	Iraq	Niue
	Gabon	Ireland	Palau
	Gambia	Kazakhstan	Panama
	Georgia	Latvia	Peru
	Germany	Liberia	Qatar
	Guinea	Madagascar	Saint Vincent and the
	Honduras	Malawi	Grenadines Samoa
	Hungary	Montenegro	San Marino
	Iran (Islamic Republic of)	Myanmar	Solomon Islands
	Jamaica	New Zealand	South Sudan
	Japan	Nicaragua	Suriname
	Jordan	Nigeria	Timor-Leste
	Kyrgyzstan	North Macedonia	Tonga
	Lao People's Democratic	Norway	Tuvalu
	Republic Libya	Oman	United Arab Emirates
	Lithuania	Papua New Guinea	Vanuatu
	Luxembourg	Rwanda	
	Malaysia	Sao Tome and	
	Mali	Principe	
	Mauritania	Saudi Arabia	
	Mauritius	Serbia	
	Mongolia	Singapore	
	Mozambique	Slovakia	
	Namibia	Switzerland	

Representation above range	Representation within range	Representation below range	Not represented
	Netherlands	Tajikistan	
	Niger	Thailand	
	Pakistan	Trinidad and Tobago	
	Palestine	Türkiye	
	Paraguay	Turkmenistan	
	Philippines	Venezuela (Bolivarian	
	Poland	Republic of) Yemen	
	Portugal		
	Republic of Korea		
	Republic of Moldova		
	Romania		
	Russian Federation		
	Saint Kitts and Nevis		
	Saint Lucia		
	Seychelles		
	Sierra Leone		
	Slovenia		
	Somalia		
	Sri Lanka		
	Sudan		
	Sweden		
	Syrian Arab Republic		
	Togo		
	Uganda		
	United Kingdom of Great Britain and Northern Ireland		
	United Republic of Tanzania Uruguay		
	Uzbekistan		
	Viet Nam		
	Zambia		
	Zimbabwe		