

بسم الله الرحمن الرحيم



وزارة التعليم العالي والبحث العلمي

جمهورية العراق

وزارة التعليم العالي والبحث العلمي

دائرة البعثات والعلاقات الثقافية

((عاجل بالبريد الإلكتروني))

((حب العراق يجمعنا لأنه هويتنا))

الجامعات كافة / السيد مساعد رئيس الجامعة للشؤون العلمية المحترم
المجلس العراقي للاختصاصات الطبية / السيد مساعد رئيس المجلس للشؤون العلمية المحترم

م/ وظيفة شاعرة / اليونسكو

السلام عليكم ورحمة الله وبركاته

• زودتنا وزارة التربية/ اللجنة الوطنية العراقية للتربية والثقافة والعلوم بكتاب الممثلة الدائمة لجمهورية العراق لدى اليونسكو باريس ذي العدد: ٢٠١٥/٢٩١ في ٢٧/٤/٢٠١٥ المتضمن إعلان اليونسكو عن توفر وظيفة شاعرة بعنوان (مدير قسم العلوم السياسية وبناء القدرات في مقر منظمة اليونسكو/ باريس).

• يجب أن يكون المتقدم حاصلاً على شهادة جامعية في مجال العلوم والتكنولوجيا وسياسات التنمية ولديه خبرة ممارسة لا تقل عن خمس عشرة سنة في الإدارة في منظومة الأمم المتحدة ، ولديه معرفة باللغات (العربية أو الصينية أو الروسية أو الإسبانية) وغيرها من الشروط المذكورة في (الإعلان المرفق).

• يمكن الحصول على مزيد من المعلومات التفصيلية عن الشروط والمؤهلات والامتيازات وآلية التقديم من خلال الموقع الإلكتروني (ICSC Website)

• آخر موعد للتقديم يوم ١٣/٥/٢٠١٥.

• تجب مراعاة ما ورد في كتابنا ١٠٩٠٥ في ٢٥/٣/٢٠١٥ (المرفق).

للتفضل بالاطلاع وتعميم الموضوع على كتاباتكم وتشكيلاتكم وتشجيع الراغبين بالتقديم وإيلاء الموضوع الأهمية المناسبة وتسمية مرشحكم ممن تتخلق عليه الشروط والمؤهلات وإعلامنا.

مع التقدير...

أ.م.د. صلاح هادي الفتلاوي

المدير العام لدائرة البعثات والعلاقات الثقافية وكالة

٢٠١٥/٤/ ٢١

(٢ - ١)

باسم الله الرحمن الرحيم



وزارة التعليم العالي
والبحوث العلمي

جمهورية العراق

وزارة التعليم العالي والبحث العلمي

دائرة البعثات والعلاقات الثقافية

نسخة منه إلى:

- مكتب معالي الوزير ، ، لتفضل بالاطلاع ، مع التقدير.
- وزارة التربية/ اللجنة الوطنية العراقية ، رسائلكم البريدية في ٢٠١٥/٤/٣٠ ، مع التقدير.
- مكتب وكيل الوزارة للشؤون الإدارية ، للغرض المذكور أعلاه ، مع التقدير.
- مكتب وكيل الوزارة للشؤون العلمية والعلاقات الدولية ، للغرض المذكور أعلاه ، مع التقدير.
- مكتب وكيل الوزارة لشؤون البحث العلمي ، للغرض المذكور أعلاه ، مع التقدير.
- مكتب السادة المستشارين ، للغرض المذكور أعلاه ، مع التقدير.
- مكتب المفتش العام ، للغرض المذكور أعلاه ، مع التقدير.
- جهاز الإشراف والتقويم العلمي ، للغرض المذكور أعلاه ، مع التقدير.
- مركزية هيئة الرأي ، للغرض المذكور أعلاه ، مع التقدير.
- دوائر الوزارة وأقسامها كافة ، للغرض المذكور أعلاه ، مع التقدير.
- أقسام الدائرة كافة ، للغرض المذكور أعلاه ، مع التقدير.
- مكتب المدير العام/ للغرض المذكور أعلاه ، مع التقدير.
- قسم المنظمات الدولية والعربية.
- البريد الصادر.



United Nations
Educational, Scientific and
Cultural Organization

Ref.: CL/4096

Subject: **Director (D-1)**
Division of Science Policy and Capacity-Building
Paris, France
SC 370

Sir/Madam,

I wish to inform you that I have decided to advertise the post of Director of the Division of Science Policy and Capacity-Building 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 **13 May 2015** 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: "SC 370", to the following address below:

Director a.i.
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: date and place of birth; present nationality; gender; university education; present and previous posts held; fields of specialization; publications; knowledge of languages, in particular the degree of ability to write, speak and understand the required languages, as indicated in the attached Vacancy Notice.

It is important that all applications meet the established deadline, thus all care should be taken to ensure that such candidatures reach the Bureau of Human Resources Management prior to the closing date. Applications received after the stipulated deadline cannot be considered.

I cannot overemphasize the importance I attach to having an outstanding candidate to fill this post, and count on your cooperation to achieve this goal through the dissemination of the vacancy announcement to nationals of your country using the channels you consider most appropriate.

Accept, Sir/Madam, the assurances of my highest consideration.

Irina Bokova
Director-General

Enclosures: 2

cc: National Commissions for UNESCO
Permanent Delegations to UNESCO

Title: DIRECTOR, DIVISION OF SCIENCE POLICY AND
CAPACITY-BUILDING

Domain: Science Policies

Post Number: SC 370

Grade: D-1

Organizational Unit: Natural Sciences Sector

Primary Location: Paris, France

Recruitment open to: Internal and external candidates

Type of contract: Fixed-Term

Annual salary: US \$142,879

Deadline (midnight, Paris time): 13 May 2015

OVERVIEW OF THE FUNCTIONS OF THE POST

The Division of Science Policy and Capacity-Building aims to strengthen Science, Technology, and Innovation (STI) systems and policy frameworks in UNESCO Member States. At a global level, the Division promotes the science-policy-society interface to advance the post2015 agenda, sustainable development and innovation, for poverty eradication, in particular in Small Island Developing States (SIDS) and Least Developed Countries (LDCs). Actions in Member States include capacity building in STI policies, instruments and programmes, strengthening research and innovation capacity, and promoting local and indigenous knowledge at national, regional level. With the UNESCO Science Report and Go-SPIN the Division supports monitoring and evaluation of the impact of STI on sustainable development. The Division also builds and strengthens networks that promote the science-policy-interface, and promotes knowledge production and sharing in relevant fields of science and engineering.

Under the authority of the Assistant Director-General for Natural Sciences, the incumbent will provide intellectual, strategic and operational leadership for the Division of Science Policy and Capacity Building promoting innovation in science and technology, science education, and science policy for sustainable development.

The incumbent will lead and provide guidance to UNESCO's International Basic Sciences Programme (IBSP) and in the engineering sciences and technology. This will include the formulation of evidence-based policies and practices for the promotion of science-society interactions that support sustainable development with emphasis on SIDS, LDCs and indigenous peoples and also the promotion of participatory governance of STI systems at national, regional and global levels. These responsibilities will involve the effective and efficient management of the Division's human and financial resources, administration and operations, in line with the Organization's policies and procedures, including effective internal controls. The incumbent will participate in the planning and execution of UNESCO's programme as a whole, in cooperation with all UNESCO Sectors as well as Field Offices and will organize cooperative activities and programmes within the field of basic and engineering sciences and technology with the United Nations and specialized agencies.

The incumbent will also ensure liaison, coordination and joint activities with the International Centre for Theoretical Physics (ICTP), other UNESCO-affiliated centres and institutions in the field of STI. The incumbent will support the Natural Sciences Sector in the cooperation with the Secretary-General's Scientific Advisory Board (SAB) and in regard to the post-2015 agenda and the sustainable development goals.

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced university degree in one of the fields of science, technology, policy development.

WORK EXPERIENCE

- A minimum of 15 years of progressive professional experience at the appropriate management level within the United Nations system or within other international or national institutions, including a wide experience in development issues related to UNESCO's areas of competence, in association with national and international organizations.
- Experience in advocacy, resources and partnership mobilization.
- Specialization and/or substantive experience in the area of natural sciences, especially in areas directly related to the post as well as an established record of publications in the field of science policy, basic sciences or engineering would be an asset.

SKILLS/COMPETENCIES

- Commitment to the Organization's mandate, vision, strategic direction and priorities.
- Institutional leadership capacity, high sense of objectivity and professional integrity, diplomacy, tact and political astuteness.
- Proven skills in administration and the management of financial and human resources.
- Demonstrated strategic planning and management abilities, including capacity to administer extensive programmes and financial resources, as well as exercise appropriate supervision and control.
- 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.
- Capacity to provide intellectual leadership to guide staff, as well as ability to build trust, manage, lead and motivate a large and diversified body of staff in a multicultural environment with sensitivity and respect for diversity, and exercise supervision and control, as well as ensure continuous training and development of staff.
- Ability to communicate effectively and persuasively, both orally and in writing, in front of a broad range of constituents, as well as the news media.
- Capacity to provide leadership for the mobilization of extrabudgetary resources and operational support to implement projects and activities undertaken jointly with external partners.

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. Training will be mandatory in order to acquire the required level of the second working language in a reasonable time-frame.

DESIRABLE QUALIFICATIONS

EDUCATION

- Ph.D. in one of the fields of sciences, technology or policy development.
- Other degrees or short- to medium-term training in disciplines relevant to the post.

WORK EXPERIENCE

- Experience in the field of international relations and diplomacy, multilateral cooperation, development.
- Experience in conducting policy dialogue at government and non-government levels or public and private sectors.

SKILLS/COMPETENCIES

- Sound analytic capacities.
- Proven leadership and demonstrated managerial skills combined with flexibility.
- Sound judgment and decision-making skills.
- Ability to identify key strategic issues, objectives, opportunities and risks.
- Excellent interpersonal and representational skills, as well as ability to take initiative and maintain effective working relationships with partners of different nationalities and cultural backgrounds.
- Good knowledge of the United Nations system.

LANGUAGES

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