


Vacancy announcement		
UN JPO Programme		
<i>JPO in Cyber Security</i>		
<i>United Nations Secretariat, Office for Disarmament Affairs, Information and Outreach Branch</i>		Closing Date 14 August 2017
<u>Vacancy Announcement INT-010-17-P036</u>		
I General information		
Title:	JPO in Cyber Security	
Sector of Assignment:	Political Affairs	
Country:	USA	
Location (City):	New York	
Agency:	United Nations Secretariat, Office for Disarmament Affairs, Information and Outreach Branch	
Duration of Assignment:	Initially a one year fixed-term appointment, with the possibility to extend up to 3 years	
Grade:	P2 step 1 in the first year	
<p>Note: This position is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to candidates with the Dutch nationality. Candidates MUST HAVE THE DUTCH NATIONALITY TO APPLY.</p> <p>For general information on the Dutch JPO Programme please visit the website of the Nedworc Foundation: http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hoofdhash</p> <p>Please read the criteria and FAQ section carefully before applying.</p>		
II Duties, responsibilities and Output Expectations		
General		
The objective of this JPO post is to support the work of ODA's Information and Outreach Branch in the field of Cyber Security.		
The use of ICTs in the context of international security will be an issue that is expected to continue to receive heightened attention from UN Member States. Under the supervision of the Political Affairs Officer, the incumbent will, as required:		
Awareness raising and supporting universalization of GGE recommendations		
<ul style="list-style-type: none"> Assist in developing and disseminating a communication strategy to raise awareness of UN Member States of the work and recommendations of the GGEs, including the development of audience-targeted presentations; drafting the messaging and briefing materials for senior UN 		

Officials, including the Secretary- General and the High Representative for Disarmament Affairs; developing creative content for the website and other media avenues

- Provide support to States for the universalisation of norms recommended by the GGEs.

Support Member States submission of views on cyber security

- Provide help desk services to States which request assistance on submitting views in accordance with UNGA resolution 71/28 which

Invites all Member States, taking into account the assessments and recommendations contained in the report of the Group of Governmental Experts, to continue to inform the Secretary-General of their views and assessments on the following questions:

- (a) General appreciation of the issues of information security;
 - (b) Efforts taken at the national level to strengthen information security and promote international cooperation in this field;
 - (c) The content of the concepts [aimed at strengthening the security of global information and telecommunications systems];
 - (d) Possible measures that could be taken by the international community to strengthen information security at the global level;
- Assist in the development and dissemination of a template to support the submission of views by Member States.
 - Continued support to Member States on the provision of views per this GA resolution is contingent on future mandates.

Servicing of intergovernmental and expert bodies

- Working in a team, assist in providing Secretariat services to UN processes related to disarmament, non-proliferation and/or cyber security, contingent on GA mandates.

Internal UN coordination on the issue of cyber security

- Assist in strengthening and supporting internal UN coordination and collaboration in the field of cyber security. Potentially develop and implement collaborative projects with relevant UN partners on the issue of cyber security.

Research, outreach and education

- Undertake research and support the development of publications on disarmament, non-proliferation and/or the use of ICTs in the context of international security as required.
- Undertake outreach to non-governmental organizations, students and the public on disarmament, non-proliferation and/or the use of ICTs in the context of international security as required. Perform other related duties as required.

III Training component: Learning elements and expectations

It is expected that at the end of the assignment, the JPO will:

- Have become skilled in liaising with UN member States and other stakeholders.
- Would have been engaged in supporting States in providing views on issues related to international security in the ICT environment.
- She/he will have become well-versed in coordination amongst UN entities and other stakeholders.
- Would have mastered the practical issues on cyber security in the global context and how to take forward substantive projects within the UN.
- The JPO will have obtained an excellent sense of the value of taking initiative and of applying the correct working procedures within the UN.

The JPO Programme includes the following learning elements:

- On-arrival briefing in New York, USA
- Possibility to participate in an orientation programme for Junior Professional Officers at United Nations System Staff College

- Possibility to participate in the Organization's learning and development programmes for staff at all levels. Programmes are aimed at developing core values, core and managerial competencies and promoting a shared organizational culture and values
- The JPO position includes a Duty travel and training allowance (DTTA) of \$4000 per year which may be used for learning activities related to the assignment and career development.

IV Supervision

Title of supervisor:

Political Affairs Officer, UNODA/IOB

Content and methodology of supervision

Establishment of a Work Plan: During the first month of the assignment, the JPO will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance.

The JPO and his/her supervisor will hold weekly meetings focusing on aspects of work, as necessary.

V Required Qualifications and Experience

Education:

An advanced university degree in public/business administration, economics, political science, international relations, law, development, or other related area.

Working experience:

Minimum 2 to maximum 4 years of relevant working experience in political sciences, international relations, cyber security, public administration, international law or related field.

Internships and voluntary work may be considered at 50% if deemed relevant.

Languages:

English and French are the official working languages of the United Nations Secretariat. For the post advertised, fluency in English is required. Knowledge of any other official UN language is desirable.

Other skills:

Experience with drafting short analyses, background notes, talking points etc. Knowledge and experience of issues relating to cyber security in the international context is an asset.

Good to advanced knowledge of relevant computer applications such as Word, Excel, Access and PowerPoint.

Key competencies:

Professionalism: Basic understanding of the UN system; knowledge and interest in cyber security issues; good research, analytical and problem-solving skills; ability to work with minimal supervision and to define priorities. Commitment to continuous learning.

Communication: Excellent editorial and writing skills, ability to convey concepts to others in a comprehensible and accurate yet concise manner.

VI Background information on Agency/Department/Section

Background: International Security and use of ICTs

The issue of the use of ICTs in the context of international security has been on the UN agenda since a draft resolution was introduced in 1998 on the subject in the First Committee of the UN General Assembly. It was adopted without a vote by the General Assembly as resolution 53/70. Since that

time there have been annual resolutions calling for the views of UN Member States on the issue of security in the use of ICTs.

There have been four Groups of Governmental Experts (GGEs) that have examined the existing and potential threats from the cyber-sphere and possible cooperative measures to address them. Three of these Groups have agreed on substantive reports with conclusions that have been welcomed by the UN General Assembly. A fifth Group began its work in 2016 and will continue its discussions in 2017. It is anticipated that the work of this group will generate follow-on action.

The JPO would be working in the Information and Outreach Branch (IOB) of the United Nations Office for Disarmament Affairs (UNODA). IOB provides support to UN processes including the GGE on developments in the field of information and telecommunications in the context of international security. IOB organizes a wide variety of special events and programmes in the field of disarmament, produces UNODA publications (such as the Disarmament Yearbook and ODA Occasional Papers), updates content and design of the UNODA website, and maintains databases for specialized areas (Status and Texts of Disarmament Treaties, General Assembly Resolutions and Decisions and UNODA Documents Library).

VII How to apply

Candidates who would like to apply* should do so by e-mail only, indicating the Number of the Vacancy announcement in the subject heading of the e-mail to tcrecruit@un.org

Applications must include a letter of motivation and the [United Nations Personal History Statement](#). This form can be downloaded from <https://www.un.org/development/desa/jpo/jpo-vacancies/>
Please do NOT attach any other documents to your application.

Applications must be received no later than COB **14 August 2017**.

Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter for further assessment.

Evaluation of qualified candidates may include a written assessment exercise followed by competency-based interviews.

* *Female candidates are encouraged to apply.*