

United Nations Secretariat

**Security Council Subsidiary Organs Branch/Security Council Affairs Division,**  
**Department of Political Affairs, United Nations, New York**  
**Job description for a Junior Professional Expert**

INT-010-10-P036-01-V

Candidates who would like to indicate their interest should do so by e-mail only at [tcrcruit@un.org](mailto:tcrcruit@un.org). Applications must be received no later than 30 June 2011.

Applicants are requested to attach their Personal History Statement and a motivation letter.

Please, indicate **the VA Number** in the subject heading of your e-mail.

**This vacancy is open to Dutch and European Union candidates only**

**1. General Information**

Title: Junior Professional Officer/Associate Expert (JPO/AE)  
Sector: Department of Political Affairs  
Security Council Affairs Division  
Security Council Subsidiary Organs Branch  
Duty Station: New York, United States  
Duration: Initially one year with the possibility to extend up to 3 years  
Level: PI or P2 step I the first year, depending on the level of education and experience

Note: this post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **Dutch and European Union nationals or permanent residents of the Netherlands**(see for criteria the website of the Netherlands Ministry of Foreign Affairs:

[http://www.minbuza.nl/en/Key\\_Topics/Development\\_Cooperation/Associate\\_Experts\\_Programme](http://www.minbuza.nl/en/Key_Topics/Development_Cooperation/Associate_Experts_Programme)

**2. Supervision**

Direct supervision by: Chief, Security Council Subsidiary Organs Branch

Content and methodology of the supervision: Substantive supervision through the Secretaries of the Security Council Sanctions Committees and other subsidiary bodies. The Associate Expert will receive practical, hands-on induction and daily guidance thereafter through open communication with team members.

**3. Duties and Responsibilities**

Under the supervision of the Chief of Branch, the incumbent will:

- Assist the Chief of Branch and Secretaries of the Security Council Sanctions Committees and other subsidiary bodies in providing substantive support to these organs of the Council as well as to expert sanctions panels/monitoring groups;
- Engage in research and analysis with a view to assessing the effectiveness of sanctions regimes;
- Maintain effective liaison with other UN departments, Member States, regional and nongovernmental organizations, and the Bretton Woods institutions in connection with the implementation of sanctions and provide clarifications on practical issues arising in connection with such implementation;

### **More specific tasks will entail:**

- Assist the Secretaries of Somalia/Eritrea, Liberia and Iran Sanctions Committees in providing substantive support to these Committees;
- Taking notes of meetings of Sanctions Committees and other subsidiary bodies which are often of a technical or politically complex nature;
- Providing administrative support and background material to expert sanctions panels/monitoring groups established by the Council;

#### **4. Qualifications and Experience**

Qualifications: Bachelor degree and 3 years of relevant experience or Master degree and preferably 2 years of relevant experience in political science, international affairs or other relevant discipline. Fluency in English, and preferably in French, required.

Competencies: Works collaboratively with colleagues (teamwork), speaks and writes clearly and effectively (communication), able to identify priorities (planning), is client focused (client orientation).

Work experience: With a Bachelor degree at least 3 years of relevant experience in one of these fields: political affairs, civil affairs, governance, diplomacy, international development, human rights, humanitarian affairs, or international law. Knowledge of the mandates and activities of the United Nations, its agencies or relevant international organizations.

#### **5. Learning elements**

Training is a key component of the JPO Programme. This assignment offers an ideal entry into the professional international political affairs community through broad exposure to major international affairs related issues. The selected candidate will establish and maintain contacts with parts of the UN system and learn about the various aspects of the work of UN agencies, programmes and funds. He/she will learn about the core values of the UN regarding respect for diversity and will have an opportunity to work with people of diverse backgrounds and diverse points of view.

In addition to the on-the-job guidance and training, the JPO Programme will enable to selected candidate to:

- Learn about the objectives and principles of the UN Charter and their implementation
- Learn how to conduct consultations with a multitude of actors as well as to build networks and partnership with civil society organizations.
- Learn how to liaise with delegations, regional bodies, economic institutions and NGOs so as to provide responses regarding the implementation of sanctions imposed by the Council.
- Learn how to draft reports and related substantive material for the Sanctions Committees and the subsidiary bodies;

#### **6. Background information**

Under Chapter VII of the Charter, the Security Council can take enforcement measures to maintain or restore international peace and security. Such measures range from economic and/or other sanctions not involving the use of armed force to international military action.

The use of mandatory sanctions is intended to apply pressure on a State or entity to comply with the objectives set by the Security Council without resorting to the use of force. Sanctions thus offer the Security Council an important instrument to enforce its decisions. The universal character of the United Nations makes it an especially appropriate body to establish and monitor such measures.

The Council has resorted to mandatory sanctions as an enforcement tool when peace has been threatened and diplomatic efforts have failed. The range of sanctions has included comprehensive economic and trade sanctions and/or more targeted measures such as arms embargoes, travel bans, financial or diplomatic restrictions.

**The core functions of the Security Council Subsidiary Organs Branch, Security Council Affairs Division of the Department of Political Affairs are as follows:**

- a) Providing substantive support and secretariat services to the Sanctions Committees and other subsidiary bodies, including expert sanctions panels/monitoring groups;
- b) Drafting reports of subsidiary bodies to the Security Council, as required;
- c) Preparing analysis and assessments of questions relating to the work of the Security Council subsidiary bodies, as requested;
- d) Timely maintenance of all webpages related to the work of the subsidiary organs, including lists of individuals and entities designated by the relevant Committee as being subject to targeted sanctions;
- e) Monitoring developments in the area of sanctions, including those relating to Article 50 of the Charter;
- f) Maintaining liaison with delegations and with other organizations of the United Nations system;
- g) Providing contributions to other departments and offices on issues related to the work of relevant subsidiary bodies of the Security Council;
- h) Processing communications and applications received from States and organizations in connection with matters falling within the purview of the subsidiary body concerned.

## 7. **How to Apply**

Candidates who would like to indicate their interest should do so by e-mail only at [tcrecruit@un.org](mailto:tcrecruit@un.org). Applications must be received no later than 30 June 2011. Please, indicate the VA Number in the subject heading of your e-mail. Applicants will receive a confirmation of receipt. Applications received after this date will not be considered.

Applications must include a letter of motivation and the United National Personal History Statement. This form can be downloaded from <http://esa.un.org/techcoop/associateexperts/index.html>.

Should you encounter any difficulties in downloading the Personal History Statement, you may contact [tcrecruit@un.org](mailto:tcrecruit@un.org).