



UN Careers Serving the World

UN City Copenhagen
15 September, 2015



United Nations Family of Organizations

UN Secretariat:

- Headquarters locations
- Regional economic and/or social commissions
- Peacekeeping and political missions
- International Criminal Tribunals

www.careers.un.org



UN Agencies, Funds & Programmes

- More than 30 UN entities
- Specific mandates and purposes
- Each will have career opportunities
 - Programmes and Funds (UNDP, UNICEF, UNHCR...)
 - Specialized Agencies (FAO, UNESCO, IMF...)
 - Related Organizations (IAEA, WTO...)
 - Secretariats of Conventions (UNFCCC...)
 - Research and Training Institutes (UNITAR...)
 - Other UN Entities (UNU...)
 - UN Trust Funds





The United Nations System

UN Principal Organs

General Assembly

Security Council

Economic and Social Council

Secretariat

International Court of Justice

Trusteeship Council⁵

Programmes and Funds

UNCTAD United Nations Conference on Trade and Development

- **ITC** International Trade Centre (UNCTAD/WTO)

UNDP United Nations Development Programme

- **UNCDF** United Nations Capital Development Fund
- **UNV** United Nations Volunteers

UNEP United Nations Environment Programme

UNFPA United Nations Population Fund

Subsidiary Bodies

Main and other sessional committees
Disarmament Commission
Human Rights Council
International Law Commission
Standing committees and ad hoc bodies

Subsidiary Bodies

Counter-terrorism committees
International Criminal Tribunal for Rwanda (ICTR)
International Criminal Tribunal for the former Yugoslavia (ICTY)
Military Staff Committee
Peacekeeping operations and political missions
Sanctions committees (ad hoc)
Standing committees and ad hoc bodies

UN-HABITAT United Nations Human Settlements Programme

UNHCR Office of the United Nations High Commissioner for Refugees

UNICEF United Nations Children's Fund

UNODC United Nations Office on Drugs and Crime

UNRWA¹ United Nations Relief and Works Agency for Palestine Refugees in the Near East

UN-Women United Nations Entity for Gender Equality and the Empowerment of Women

WFP World Food Programme

Research and Training Institutes

UNICRI United Nations Interregional Crime and Justice Research Institute

UNIDIR¹ United Nations Institute for Disarmament Research

UNITAR United Nations Institute for Training and Research

UNRISD United Nations Research Institute for Social Development

UNSSC United Nations System Staff College

UNU United Nations University

Other Entities

UNAIDS Joint United Nations Programme on HIV/AIDS

UNISDR United Nations International Strategy for Disaster Reduction

UNOPS United Nations Office for Project Services

Related Organizations

CTBTO PrepCom Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization

IAEA² International Atomic Energy Agency

OPCW Organisation for the Prohibition of Chemical Weapons

WTO³ World Trade Organization

Advisory Subsidiary Body

UN Peacebuilding Commission

Specialized Agencies⁴

ILO International Labour Organization

FAO Food and Agriculture Organization of the United Nations

UNESCO United Nations Educational, Scientific and Cultural Organization

WHO World Health Organization

World Bank Group

- **IBRD** International Bank for Reconstruction and Development

- **IDA** International Development Association

- **IFC** International Finance Corporation

- **MIGA** Multilateral Investment Guarantee Agency

- **ICSID** International Centre for Settlement of Investment Disputes

IMF International Monetary Fund

ICAO International Civil Aviation Organization

IMO International Maritime Organization

ITU International Telecommunication Union

UPU Universal Postal Union

WMO World Meteorological Organization

WIPO World Intellectual Property Organization

IFAD International Fund for Agricultural Development

UNIDO United Nations Industrial Development Organization

UNWTO World Tourism Organization

Functional Commissions

Crime Prevention and Criminal Justice
Narcotic Drugs
Population and Development
Science and Technology for Development
Social Development
Statistics
Status of Women
Sustainable Development
United Nations Forum on Forests

Regional Commissions

ECA Economic Commission for Africa

ECE Economic Commission for Europe

ECLAC Economic Commission for Latin America and the Caribbean

ESCAP Economic and Social Commission for Asia and the Pacific

ESCWA Economic and Social Commission for Western Asia

Other Bodies

Committee for Development Policy
Committee of Experts on Public Administration
Committee on Non-Governmental Organizations

Permanent Forum on Indigenous Issues

United Nations Group of Experts on Geographical Names

Other sessional and standing committees and expert, ad hoc and related bodies

Departments and Offices

EOSG Executive Office of the Secretary-General

DESA Department of Economic and Social Affairs

DFS Department of Field Support

DGACM Department for General Assembly and Conference Management

DM Department of Management

DPA Department of Political Affairs

DPI Department of Public Information

DPKO Department of Peacekeeping Operations

DSS Department of Safety and Security

OCHA Office for the Coordination of Humanitarian Affairs

OHCHR Office of the United Nations High Commissioner for Human Rights

OIOS Office of Internal Oversight Services

OLA Office of Legal Affairs

OSAA Office of the Special Adviser on Africa

OSRSG/CAAC Office of the Special Representative of the Secretary-General for Children and Armed Conflict

UNODA Office for Disarmament Affairs

UNOG United Nations Office at Geneva

UN-OHRLS Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States

UNON United Nations Office at Nairobi

UNOV United Nations Office at Vienna

NOTES:

¹ UNRWA and UNIDIR report only to the General Assembly.

² IAEA reports to the Security Council and the General Assembly.

³ WTO has no reporting obligation to the General Assembly (GA) but contributes on an ad-hoc basis to GA and ECOSOC work inter alia on finance and developmental issues.

⁴ Specialized agencies are autonomous organizations working with the UN and each other through the coordinating machinery of ECOSOC at the intergovernmental level, and through the Chief Executives Board for Coordination (CEB) at the inter-secretariat level. This section is listed in order of establishment of these organizations as specialized agencies of the United Nations.

⁵ The Trusteeship Council suspended operation on 1 November 1994 with the independence of Palau, the last remaining United Nations Trust Territory, on 1 October 1994.

This is not an official document of the United Nations, nor is it intended to be all-inclusive.

What are the career options?

Nora
KHALAF

Administrative Assistant,
Management and Operations
Support Network

Duty Station: Beirut, Lebanon



The **strength**
of the UN system
lies in the **diversity**
of its staff.



Entry Points – Staff positions

- Internationally-Recruited (International Professional Staff)
 - Individual / Generic Vacancies
 - Young and Mid-Level Professional Programmes (UN, UNICEF)
 - Junior Professional Officer Programme
- Locally-Recruited staff
- Temporary Staff



Requirements for International Professional Positions

Minimum requirements when applying to different staff grades (FTA/TA International)		
Generic Title & Contract Level		Qualifications/ Years of Experience
Analyst	P-2	Master's Degree + 2 years relevant experience
Specialist	P-3	Master's Degree + 5 years relevant experience
	P-4	Master's Degree + 7 years relevant experience
Advisor/Manager	P-5	Master's Degree + 10 years relevant experience
Director/Senior Advisor	D-1 / P-6	Master's Degree + 15 years relevant experience
	D-2 / P-7	Master's Degree + 15 years relevant experience



Entry Points – Non staff positions

- Consultants and Contractors (Individuals and Institutional)
 - Consultants are not staff members but important part of workforce
- Other Opportunities
 - Internship Programmes
 - United Nations Volunteers (UNV) (unvolunteers.org/unv.org)
 - International UN Volunteers
 - On-line Volunteers
 - Global Youth Programme



JPO Programme

As an Associate Expert
you will provide **assistance**
to **developing** countries
through regional projects.



Suhgenie
KIM

Associate Humanitarian
Affairs Officer, Political,
Peace and Security Network

Duty Station:
New York, United States



JPO Programme

- Entry level positions
- Provides young professionals pursuing a career in development with hands-on experience
- Funded by donor countries
- Qualifications: Master's degree and minimum of two/five years of relevant work experience
- Must be under 32/38 years old to qualify
- Training is a key component of the JPO Programme
- Website: www.jposc.undp.org



Internship programme

You get a chance
to experience **first hand**
what working at
the United Nations is really like.



Internships

- Offers opportunity to familiarize oneself with the United Nations
- All UN agencies offer internship opportunities
- Unpaid
- Full-time or part-time
- All duty stations expect hardship locations
- Requirements:
 - Graduate-level university student (Under-graduate students and recent graduates eligible for the UN Secretariat internships)
 - Duration: Generally 3-4 months (minimum 2 months, up to 6 months or longer in UNDP)
- Advertised on each agency's website



What can you do at the United Nations?

Job networks allow you to
develop new skills and
gain exposure
to the different parts of
the United Nations.



Christian
MAHR

Legal Officer,
Legal Network

*Duty Station: New York,
United States of America*



Examples of profiles in the UN

- **Audit**
- Administrators
- Aviation
- Cartography
- Conference and Language Staff
- Drug Control & Crime Prevention
- Demographics
- **Economic Affairs**
- **Electoral Affairs**
- Engineering
- Information and Communications Technology
- Information Management
- Library Science
- Logistics
- **Procurement**
- Medical / Public Health
- **Programme/Project Management**
- Security
- Humanitarian Affairs
- **Human Rights**
- **Legal Affairs**
- Political Affairs
- Public Administration
- Public Information, Radio & TV
- **Rule of Law**
- Social Affairs
- Statistics



What you can do for UNDP

Technical profiles:

- Rule of Law & Governance
- Climate and Environment
- Monitoring and Evaluation
- Disaster Risk Reduction
- Poverty Reduction
- South-South Cooperation

Operations profiles:

- Communication
- Partnerships & Advocacy
- Finance
- Human Resources
- Procurement
- Project Management



How to apply

Virginia
CRAM-MARTOS

Director of the Trade and Timber Division,
Economic and Social Development Network

Duty Station: Geneva, Switzerland



Your application is
your **passport**
to a career with
the United Nations.



Application process

- Searching for job openings
- Understand the position and location
- Creating a profile and preparing an application
- Submitting a job application
- Evaluation of the application
- Assessment exercise
- Competency-based interview
- Selection notification
- Background checks



UNDP Jobs

<http://jobs.undp.org/>

UNDP Jobs - Windows Internet Explorer

http://jobs.undp.org/ undp employment opportunities

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United Nations Development Programme

UNDP Jobs

UNDP Jobs

We have opportunities in the following areas:

- Millennium Development Goals (18)
- Democratic Governance (55)
- Poverty Reduction (23)
- Environment and Energy (24)
- Crisis Prevention and Recovery (9)
- HIV/AIDS (1)
- Women's Empowerment (36)
- Management (49)
- All Vacancies

By location

- Africa (56)
- Arab States (28)
- Asia and the Pacific (33)
- Europe & the Commonwealth of Independent States (33)
- HQ and Other (45)

A World of Development Experience

Put your ideas, experience and expertise to work.

At the United Nations Millennium Summit, the world's leaders pledged to cut global poverty in half by 2015. The United Nations Development Programme is charged with helping make this happen. We want your help to do it.

As the UN's global development network, UNDP is at the forefront of today's development dialogue in championing the poor and disadvantaged. Our focus is on providing developing countries with knowledge-based consulting services and building national, regional and global coalitions for change. With a strong history of inclusion and consensus-building, UNDP has earned the trust and partnership of leaders across the developing world.

We are now hiring a new generation of expert practitioners who want to contribute to those partnerships by offering strategic approaches to long-standing problems. We seek individuals who can communicate advice and new ideas across cultures and all strata of society.

Newest Vacancies:

Archival and Records Management Consultant - Elections	24-Apr-2012 Monrovia
Consultancy for GEF/LDCF Climate Change Adaptation Specialist	24-Apr-2012 Banjul
Consultancy for Coastal Areas/Climate Change Risk Management Expert	24-Apr-2012 Banjul
Consultancy for Coastal Area Monitoring Specialist	24-Apr-2012 Banjul
UXO (Unexploded Ordnance) Portfolio Manager	23-Apr-2012 Vientiane

Upcoming Deadlines:

Consultant: Gender and Climate Change Finance	09-Apr-2012 New York
Web Producer Consultant (English)	09-Apr-2012 New York
Assistante au Programme Volontaires des Nations Unies (VNU)	09-Apr-2012 NDjamena
Consultant for M&E (Monitoring and Evaluation) and RBM (Results-Based Management)	09-Apr-2012 Thimphu
International Consultant: Communications and	09-Apr-2012 Dhaka

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Summary – entry points to the UN

- JPO programme is a good entry point into a UN career
- Consultancies are good ways of getting relevant UN experience and 'getting your foot in the door'
- Internships offer good exposure to the UN system
- UNV – United Nations Volunteers as another way to get relevant experience: <http://www.unv.org/>
- Relevant experience outside of UN also appreciated: field experience and NGO experience



What do we all value?

We are looking for people with **integrity**, who are fair and impartial.

We need **dynamic** and **adaptable** professionals who think **creatively** and are **proactive, flexible** and **responsive**.

If you embody these values,
the **United Nations** is the place for you.



Gracias

Merci

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www.un.org

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<http://careers.un.org>

Thank You

Спасибо

