



## **VACANCY ANNOUNCEMENT: UNOWA/HRS/VA/017/13**

The United Nations Office for West Africa (UNOWA) is looking for a highly motivated, team player and result oriented person

To serve as:

### **Consultant to support UNOWA's Analytical and Early Warning Capacity**

<b>Title Position</b>	<b>Consultant in Early Warning</b>
<b>Number of posts</b>	<b>01</b>
<b>Type of contract</b>	<b>Consultant</b>
<b>Category</b>	<b>International Consultant at P4 level</b>
<b>Duration of consultancy</b>	<b>Three (03) months (renewable subject to budget availability)</b>
<b>Duty station</b>	<b>Dakar, Senegal</b>
<b>Unit/Section</b>	<b>Political Affairs Division</b>
<b>Issuing date</b>	<b>16/09/2013</b>
<b>Closing date</b>	<b>23/09/2013</b>

### **BACKGROUND AND JUSTIFICATION**

The United Nations Office for West Africa (UNOWA) was established in 2002 with the objective of promoting peace and security in West Africa. As part of UNOWA's mandate articulated in an exchange of letters between the Secretary General and the Security Council (S/2010/667), the Office is mandated to "*Monitor and analyze the situation in West Africa, in particular emerging threats to peace, and provide the Secretary-General, the Security Council, regional and sub-regional organizations and national Governments with early warning and recommendations for preventive action*". This mandate is being implemented against a background of changing dynamics in most countries of the region that are affecting the socio-economic and political spheres. As such, this mandate has become more important and pressing.

In the context of the anticipated renewal of UNOWA's mandate at the end of 2013, UNOWA is engaged in enhancing its analytical and early warning capacities. More specifically, UNOWA is stepping up its capacity to monitor regional political, socio-economic, security and humanitarian developments and trends, and produce regular high quality analytical reports that would serve as the basis for timely preventive action.

### **DUTIES AND RESPONSIBILITIES**

Under the overall guidance of the Senior Political Affairs Officer, the Consultant will be responsible for the following duties and responsibilities:

- Monitors political and security developments in West Africa.
- Conducts research on political and related events in West Africa with a view to developing analyses and provide early warning advice to UNOWA leadership.



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- Prepares analytical reports and papers on country specific issues and cross-cutting trends of concern to UNOWA.
  - Contributes to strengthening cooperation with other partners engaged in the development of analysis, including the JMACs of the UN Peace missions in the sub-region, DSS analysts, etc.
  - Maintains contacts with international and national partners in West Africa as required.
  - Participates in Early Warning Missions conducted by UNOWA, as appropriate.
  - Perform other related duties as requested by the consultancy.

The consultant will report to UNOWA's Head of Political Affairs, through the Senior Political Affairs Officer.

### **EXPECTED OUTPUTS**

Within the contract period, the consultant will be expected to deliver the following:

- A mapping is developed and updated on a monthly basis on the current national, regional and international initiatives addressing peace and security, development and humanitarian challenges in at least 4 West African countries are mapped out.
- Production of regular reports on political developments to reinforce the analytical capacities of the UN System, as well as with ECOWAS early warning mechanism as required;
- Regular assessments on socio-political, security and humanitarian trends in the West African region to inform the SRSG's actions.

### **COMPETENCIES**

- **Professionalism** – Strong knowledge of the political, social-economic, humanitarian and security situation in West Africa and of activities of the UN System in the region; excellent analytical skills, with ability to identify relevant issues affecting a country or region; good research and policy analysis skills; ability to create and maintain good working relations with a wide range of partners, including governmental officials and civil society representatives as well as to foster inter-agency collaboration; ability and willingness to take responsibility for incorporating a gender perspective and ensuring equal participation of women and men in all areas of work.
- **Communications** – Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork** – Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group



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decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

### **QUALIFICATIONS**

**Education:** Advanced University Degree (Masters or equivalent) in political science, social sciences, or international relations. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

**Experience:** A minimum of seven (07) years of progressively responsible experience in political analysis, peacekeeping, international relations/crisis management, international law, diplomacy or related area at the international level is required. Must have experience working in/on West Africa.

**Language:** English and French are the working languages of the United Nations Secretariat. For the post advertised, full fluency in English and working knowledge of French is required.

**Other skills:** Well-developed analytical and research skills; excellent drafting and communication capacities, ability to conduct interviews and concisely summarize complex information. Ability to do desk and field research. Demonstrated ability to use MS Office (Excel, Word, Excel Outlook, and MS Project) or similar package;

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### **Application:**

This announcement is available on UNOWA: Website: [www.unowa.unmissions.org](http://www.unowa.unmissions.org)

Applicants meeting the above qualifications are requested to submit the following only:

- Motivation letter
- Completed P-11 form (please note that the P11- Form is available on UNOWA Website)
- Copy of Diplomas and Degrees

You can send your application by e-mail at [unowa-cnmc-hr@un.org](mailto:unowa-cnmc-hr@un.org) or via postal mail at the following address: United Nations Office for West Africa - UNOWA - 23851 Dakar Ponty Senegal by indicating clearly the vacancy number and title of post.

Please note that only short-listed candidates will be contacted.