UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION
Stockholm and Uppsala University, 20 & 21 May 2019
“Since wars begin in the minds of men, it is in the minds of men that the defenses of peace must be constructed”

UNESCO is known as the "intellectual" agency of the United Nations since its creation in 1945

193 Member States since 01/01/2019

- 11 years Average Service Time
- Staff from 170+ Nationalities
- 51% Women International Professional Staff
- 51% Women Directors
- 1070 Staff at HQs (Paris)
- 750 Staff in the 53 Fields offices
- 360 Staff in 9 Institutes
- 55% Women Staff
- 2180 Regular Staff
- 2000 Non-Regular Staff
• 53 Field Offices and 9 Institutes
UNESCO’S KEY PROGRAMME AREAS

**Education**
- Basic and higher Education
- Technical and vocational education
- Literacy and adult education
- Educational planning and management
- Educational development

**Natural Sciences**
- Basic and engineering sciences
- Ecological sciences
- Science policy

**Social and Human Sciences**
- Social transformations
- Youth, Peace and Non-Violence
- Democracy and global citizenship

**IOC**
- Intergovernmental Oceanographic Commission

**Institutes Cat. 1**
- ICTP, Trieste (Italy)
- UIS, Montréal (Canada)

**Culture**
- World heritage
- Tangible and intangible cultural Heritage
- Underwater heritage

**Communication and Information**
- Freedom of expression and information
- Media pluralism and diversity
- Building knowledge Societies
SNAPSHOT: UNESCO’s WORK IN 2018

**Education**

460,000 learners benefited from UNESCO’s Capacity Development for Education Programme (CapED) activities.

11,000 associated schools and partner institutions in over 127 countries within UNESCO’s education network.

**Gender**

107 million people reached through the #WIKIWOMEN social media campaign.

$100 million secured for UNESCO’s ‘Revive the Spirit of Mosul’ reconstruction.

**Culture**

10 millions km² of land protected by UNESCO designated sites such as: 686 Biosphere Reserves, 140 Global Geoparks, 1,092 World Heritage sites.

**Science**

4 times the amount of data collected by ships over the previous 100 years was delivered by the IOC-UNESCO-coordinated Global Ocean Observing System (GOOS) and its 4,000 floating detectors scattered in the world’s oceans.

250 million people live in UNESCO Biosphere Reserves in harmony with the environment and biodiversity.

**Communication and Information**

Towards a Humanistic Approach.
UNESCO’s FUNCTIONS IN HR, FINANCE AND IT

- **Financial Services**: Providing services and support on financial policy guidelines, financial reports, accounting, budgeting and audits.

- **Human Resources Services**: Developing and implementing Human Resources strategies, policies and tools. Managing talent acquisition, career development and initiatives on staff well-being.

- **Strategic Planning**: Monitoring and reporting on the implementation of UNESCO programmes and managing resources mobilization.

- **IT**: Strengthening Knowledge Management and Information Systems, IT infrastructure, IT applications and reforms, ERP systems and multimedia management.

- **Logistics**: Providing support and services for interpretation, translation, planning and conferencing, document production and distribution.
WHAT COMPETENCIES WE ARE LOOKING FOR

Managerial Competencies
- Driving and managing change
- Strategic thinking
- Making quality decisions
- Building partnerships
- Leading and empowering others
- Managing performance

4 Core Values
7 Core Competencies
6 Managerial Competencies

Core Values
- Commitment to the Organization
- Integrity
- Respect for Diversity
- Professionalism

Core Competencies
- Accountability
- Communication
- Teamwork
- Innovation
- Result focus
- Planning & organizing
- Knowledge sharing and continuous improvement

20/05/2019
UN STAFF CATEGORIES

D1 – D2 Director

Director

P1 – P2 – P3 – P4 – P5

International Professional

NOA – NOB – NOC – NOD – NOE

National Professional Officer

G1 – G2 – G3 – G4 – G5 – G6 – G7

General Service

Temporary Contract Modalities: Consultant, Service Contracts, etc.
## HOW TO JOIN UNESCO

### TALENT PROGRAMMES

<table>
<thead>
<tr>
<th>YPP</th>
<th>JPO</th>
<th>Sponsored Traineeship</th>
<th>UN Volunteer</th>
<th>Internship</th>
<th>UNESCO Volunteer</th>
</tr>
</thead>
</table>
| • NR - UR Member States  
• Long-term career employment  
• 32 years maximum  
• Advanced University Degree  
• Limited working experience  
• Language skills  
• Strong commitment to UNESCO’s mission  
• Staff member | • Junior highly qualified professionals  
• Contract 2 to 3 years  
• 32 years old  
• Advanced University Degree  
• Languages Skills  
• Previous experience  
• Nationals of donor country/ DC  
• UNESCO’s priority areas  
• Staff Member | • Graduate and postgraduate students  
• BA + advanced studies  
• Languages skills  
• Computer skills  
• Integrity  
• Respect for diversity  
• Strong commitment to UNESCO’s mission  
• Adaptability  
• Sponsored by academic or governmental institution | • Promote peace and development through volunteerism worldwide  
• Five modalities (for young and more experienced professionals)  
• Language skills  
• Ability to work in a multi-cultural team | • Graduate and postgraduate students  
• BA + ongoing advanced studies  
• Languages skills  
• Computer skills  
• Integrity  
• Respect for diversity  
• Strong commitment to UNESCO’s mission  
• Adaptability | • Individuals with different backgrounds  
• Contract from 2 weeks up to 6 months  
• at least 20 years old, and normally not older than 65 years  
• Language skills  
• Applicants shall be legally entitled to reside in the country of assignment  
• There is no compensation |
WHY JOIN UNESCO

To work on international intellectual cooperation in a multilateral setting

To make use of your expertise and knowledge to tackle the world’s major problems

To experience an international and multicultural environment, with possibilities to work in the Field and at Headquarters
HOW TO APPLY

https://en.unesco.org/careers

1. Visit the UNESCO Homepage

2. Select between Temporary assistance, Internship Programme or Job Openings

3. Select the Position/Profile that Matches your Skills and Experience

4. Click on “Apply” and fill out your Personal Information, CV and Cover Letter

5. Only Shortlisted Candidates will be Contacted
Hanna Fiskesjö

Motivation

• I believe in the underlying values and rationale of UNESCO
• I am motivated to contribute to the ambitious and necessary work of UNESCO in a more long-term role
• In an intercultural environment, you need to have a constant curiosity and capacity to adapt to fully enjoy the role and working conditions

Advice for a successful application

• It is important to have a diverse and transdisciplinary background both academically and professionally
• You must enjoy challenges and be willing to work in new areas
• Having experience from abroad as well as multiple language skills are important assets
• Believe in yourself and your skills, stay humble and most importantly genuinely curious!
Swedish Staff in UNESCO – Director level

Magnus Magnusson

Director for Partnerships and Outreach, Social and Human Sciences Sector

- Joined UNESCO on 1 September 2017

Previous experience:

- Vice-President for Emerging Markets and Sustainability at ECO Capacity Exchange Ltd.
- Head of Governmental Relations for Northern Europe at Bill & Melinda Gates Foundation
- Head of Business Development and External Relations at UNCDF
- Regional Manager at the Nordic Development Fund (NDF)

Educational background:

- Masters, Social Sciences, Uppsala University
- Business Administration and Economics, Stockholm School of Economics
- Environmental Studies, Royal Institute of Technology
SCAN THE CODE TO KNOW MORE ABOUT UNESCO!
Thank You

Tack Så

Mycket !

謝谢

Gracias

Merci

شكرا لكم

Спасибо
Preparing for a Career with UNHCR

UNHCR, The UN Refugee Agency
UNHCR, the UN Refugee Agency, is a global field-based organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Currently we operate in 138 countries with 16,765 staff members to make a real difference.

Since 1950, we have faced:
• Multiple crises on multiple continents (Venezuela situation, Syria emergency, the Rohingya emergency, etc.)
• Provided vital assistance to refugees, asylum-seekers, internally displaced and stateless people
What We Do

• Providing life-saving support including shelter, food, water and medical care.
• Safeguarding fundamental human rights by ensuring safety, documentation and access to education & skills.  
  • Working to ensure that stateless people are granted a nationality.
• Ensuring that individuals can return home when it is safe to do so, or enable them to settle in a host community.  
  • We are working together with refugees to help them restart their lives and build a better future.
Who We Support

People of Concern to UNHCR:

- **Refugees**: forced to flee their country because of persecution, war, or violence
- **Stateless**: who is not considered as a national by any State under the operation of its law
- **Asylum Seekers**: whose request for sanctuary has yet to be processed
- **Internally Displaced Persons**: forced to flee their home but remain within their country
- **Returnees**: refugees who returned to their country of origin
Trends at a Glance

68.5 million forcibly displaced people worldwide

- Internally Displaced People: 40 million
- Refugees: 25.4 million
- Asylum-seekers: 3.1 million

Where the world’s displaced people are being hosted:

- 85% of the world’s displaced people are in developing countries
- 57% of refugees worldwide came from three countries

Top refugee-hosting countries:

- Islamic Republic of Iran: 979,400
- Afghanistan: 2.6m
- South Sudan: 2.4m
- Syria: 6.3m
- Lebanon: 1.5m
- Pakistan: 1.4m
- Uganda: 1.4m
- Turkey: 3.5m

10 million stateless people
102,800 Refugees resettled
44,400 people forced to flee their homes because of conflict and persecution

Source: UNHCR / 19 June 2018
Where We Work

In **138 countries**, **470 locations** across

- Africa
- Americas
- Asia and the Pacific
- Europe
- Middle East and North Africa

**Total workforce: 16,765**

![UNHCR Global Presence Map](image)

(Original image: UNHCR, November 2017)
Why work for UNHCR?

https://www.youtube.com/watch?v=D_AN1kdf2PU
How to Join UNHCR?

Internships
- 2-8 months hands-on experience in the humanitarian sector

Talent Pools
- Ready-to-hire candidates in functional profiles to support emergency operations

Job Openings
- Fix Term International positions for experienced candidates

Temporary Appointments
- For short-term (up to 2 years) emergency staffing needs

For more details, go to: [http://www.unhcr.org/careers.html](http://www.unhcr.org/careers.html)
How to Join UNHCR?

- JPO Programme
- UNV Programme
- UNOPS ICA
- Individual Consultant
- Individual Contractor
Key Profiles

ICT
Supply
Protection
Registration
Shelter
Livelihoods
Project /Programme
Admin/Finance
Human Resources
Communications
Social Media
Web Editor
WASH
Physical Site Planner
Cash Based Intervention
Camp Coordination & Camp Management

Learn more about UNHCR Talent Pools at: http://www.unhcr.org/talent-pools.html!
What Are We Looking For?

- Passion for humanitarian work
- At least an undergraduate degree from a UNESCO accredited institution (international staff)
- Successful completion of secondary education (general/field service)
- Relevant work experience and skills
- Proficiency in English and working knowledge of another UN language may be required
- Ability to work in diverse teams
- Willingness to serve in hardship locations/rotate from one duty station to another
How to Apply?

1. Visit the UNHCR Career Page
2. Register Your Profile
3. Select the Position/Profile that Matches your Skills and Experience
4. Complete the Letter of Interest
5. Complete all Mandatory Fields
6. Only Shortlisted Candidates will be Contacted

http://www.unhcr.org/careers.html

UNHCR Only Accepts Online Applications Duly Completed
How to Apply?

Watch our video tutorial on how to submit an online application!

https://www.unhcr.org/how-to-apply.html
Where to Find Us?

Career Page:  
http://www.unhcr.org/careers.html

Social Media:  
Follow us to keep up with the latest vacancies!  
@UNHCRCareers and @Refugees  
https://www.linkedin.com/company/unhcr/careers  
@UNHCR  
@Refugees
Swedish UN Volunteer in UNHCR

Simon Helander

- **Motivation**
As an engineer I want to create societal change that cascades throughout communities and I do not feel like this was possible if staying in Sweden.

- **What do you like about your role?**
My responsibilities covers coordination of shelter, site planning, school construction and infrastructure for Gihembe refugee camp. I also assist the national operation on risk management when needed.

I feel like I am given responsibility to grow and that my opinion is respected. As someone relatively new to the context and with a quantitative background I feel that I can support the operation with innovative approaches and solutions that in the end is benefitting those of concern.

- **Words to share**
Joining UNV might be the best thing I have ever done and if you feel like you want to create change and grow as a person then UNV is the right way forward. UNV can also act as a great stepping stone for those that further wants to pursue an international career.
Thank you!
Agenda

1. Our Work and People
2. Our Functional Areas and Selection Criteria
3. Our Recruitment Programs and Initiatives
4. Application and Recruitment Process
5. Q&A
Our Work

We bring 70 years of field-tested expertise, a network that spans the globe, a passion for innovation and a commitment to making every dollar count. Impartial and non-political, we are never neutral when it comes to protecting children’s rights and safeguarding their lives and futures.

We work to save children’s lives. To defend their rights. To keep them safe from harm. To give them a childhood in which they’re protected, healthy and educated. To give them a fair chance to fulfill their potential – so that someday, they can build a better world.

• Child Protection and Inclusion
• Gender
• Education
• Child Survival
• Innovation for Children
• UNICEF in Emergencies
• Research and Analysis
• Supply and Logistics

5 Goal Areas for Every Child

1. Every child survives and thrives
2. Every child learns
3. Every child is protected from violence and exploitation
4. Every child lives in a safe and clean environment
5. Every child has an equitable chance in life
Our Structure

Across the 190 countries and territories, UNICEF is on the ground for the good of children.

- **8 headquarters**

- **7 regional offices**
  - East Asia & the Pacific (EAPRO)
  - Europe & Central Asia (ECARO)
  - Eastern & South Africa (ESARO)
  - Middle East & North Africa (MENA)
  - Latin America & Caribbean (LACRO)
  - South Asia (ROSA)
  - West & Central Africa (WCARO)

- **126 country offices**

- **34 national committees**

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Functional Areas

External Relations
- Communication
- Private Fundraising and Partnerships
- Public Partnerships
- Resources Mobilization

Programmes
- Adolescent Development
- Child Protection
- Communication for Development
- Early Childhood Development
- Education
- Environmental and Climate Change
- Gender
- Health and Nutrition
- HIV/AIDS
- Human Rights
- Immunization

Operations
- Innovation
- Planning, Monitoring and Evaluation
- Water, Sanitation and Hygiene (WASH)
- Social and Economic Policy
- Social Inclusion
- Emergencies and Humanitarian Affairs

Programmes
- Adolescents
- Development
- Communication
- Partnerships
- Public
- Resources
- Mobilization

Programmes
- External
- Relations
- Communication
- Private
- Fundraising
- Partnerships
- Public
- Partnerships
- Resources
- Mobilization

Operations
- Innovation
- Planning, Monitoring and Evaluation
- Water, Sanitation and Hygiene (WASH)
- Social and Economic Policy
- Social Inclusion
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Programmes
- Adolescents
- Development
- Communication
- Partnerships
- Public
- Resources
- Mobilization

Operations
- Planning, Monitoring and Evaluation
- Water, Sanitation and Hygiene (WASH)
- Social and Economic Policy
- Social Approval
- Emergencies and Humanitarian Affairs
Swedish Nationals at UNICEF

- 44 Swedish nationals are current UNICEF staff members.
- 66% are female and 34% are male.
- 39 are International Professionals, while 5 are General Service.
- 30% of our Swedish nationals work in HQ duty stations such as New York and Tokyo, the rest serving in regional and country offices throughout the world, in places like Nairobi, Amman, Bangkok, Khartoum.
- 8 Swedish Nationals are currently working as a JPO with UNICEF. The cumulative retention rate for Sweden is 26.67%
- They work in a wide number of functional areas, including education, WASH, Child Protection, Programme Management, Social Policy.
- 4 Swedish UN Volunteers were funded to UNICEF in 2019. 75% are female and 25% are male. They are working in Kenya, Lebanon, Zambia and Zimbabwe.
Staff Categories

- **International Professional**
  - Staff members in the International Professional categories (P and D) are normally internationally recruited and are expected to serve at different duty stations throughout their career with the Organization.
  - International Professional Officers generally serve abroad in positions that require a high level of functional and managerial skills.

- **National Professional**
  - National Professional Officers are normally locally recruited in the field offices and perform functions which require national knowledge and experience.
  - Staff in this category are nationals of the country in which they are to serve and must have substantial knowledge of local conditions. They do not have a requirement to rotate.

- **General Services**
  - General Service Staff are recruited locally, but can be of any nationality. Candidates should be legally resident in the country where the post they are applying for is situated.
  - Staff in this category work in support roles and their functions vary from general administrative and secretarial assistance to more specialized positions, such as information technology assistant or protection assistant.
What We Look For in International Professional Staff

- **Work experience**: Position specific requirements, ideally some of which from developing countries.
- **Language skills**: Proficiency in English required. Proficiency in another UN language desirable.
- **Academic qualifications**: Normally a Masters, or exceptionally a Bachelors degree.
- **Geographic Mobility**: Willingness to work in any location and undertake mission travel.
Recruitment Modalities
UNICEF's Internship Programme offers eligible and qualified students the opportunity to acquire direct practical experience in UNICEF's work under the direct supervision of experienced UNICEF staff.

To be considered for an internship, applicants must:

• Be enrolled in an undergraduate, graduate or Ph.D. degree programme, or be within 2 years of graduation.
• Be proficient in at least one of UNICEF's working languages (English, French, Spanish).
• Have excellent academic performance as demonstrated by recent university or institution records.

Internships may be paid or unpaid.

UNICEF partners with the United Nations Volunteer (UNV) programme to recruit volunteers for assignments in country offices worldwide, most of which are paid. Application procedures and information are available on the UNV Web site.

Youth Advocates Programme: 18-24 years of age, have competed secondary education and have working knowledge of English.

UN Specialist Volunteers: minimum 25 years of age, 2 plus years of experience, may serve for up to 4 years.

UN Online Volunteers: unpaid. No minimum requirements.

You may also wish to contact one of our 34 UNICEF National Committees for information on volunteer activities in industrialized countries.

The Junior Professional Officer (JPO) programme provides young professionals with hands-on experience working in Headquarters, Regional or Country offices for 2 to 4 years. JPOs are recruited as International Professional staff members and each JPO’s assignment is funded by one of the donors Governments based on the agreements between UNICEF and the donor governments.

Currently 30 Japanese JPOs working at UNICEF.

For more information on JPO opportunities please visit the Ministry of Foreign Affairs websites: https://www.mofa-irc.go.jp/.

The New and Emerging Talent Initiative (NETI) is an entry point for experienced professionals interested in an international career with UNICEF.

NETI provides a two-year career development programme for candidates who have successfully passed the recruitment process and have been selected for a fixed-term P-3 position. NETI participants are entitled to the same benefits and allowances as United Nations staff members with regular fixed-term appointments.

Requirements: Masters degree; minimum 5 years of relevant experience; proficiency in English and another UN language.
Regular and Batch Vacancies

A specific vacancy announcement invites applications for individual posts, while batch recruitments are utilized to combine selection processes for multiple vacant positions within the same functional area and level.

These are normally used if there is no Talent Group or no qualified candidate available in the Talent Group.

Consultants

UNICEF frequently engages experts or talent with specialized skills under individual contracts to work on short-term projects, either as a consultant or an individual contractor.

The assignment can be based at any UNICEF duty station around the world, including HQs, regional or country offices.

Talent Group

Pools of pre-qualified candidates defined by area, expertise and level of seniority from which UNICEF offices worldwide can quickly select candidates to fill a role.

To join a Talent Group, submit an application in response to Generic Vacancy Announcements (GVAs) that are periodically advertised.
UNICEF Recruitment Process

1. Search and Apply
   - Complete e-profile
   - Upload CV and cover letter

2. Written Assessment
   - Optional
   - Technical written test
   - Situational judgement
   - Assessment center

3. Interview
   - May include for example:
     - Motivational Interview
     - Technical Interview
     - Behavioral fit interview
     - Presentation and Discussion

4. Offer!

*UNICEF assessment process differs by contract type*
How To Apply

- Visit UNICEF’s career site for the latest vacancies and apply.
- Customize a Job Alert to receive suitable job opening updates.
- Follow UNICEF Careers on Facebook and UNICEF’s LinkedIn page.
Thank You