

United Nations Nations Unies

Job Title: Police Liaison Officer, P-4
Department/Office: Office of the Police Adviser
Location: NEW YORK
Posting Period: 06/05/2019 - 05/08/2019
Job Opening number: DPO/SEC1901/P-4/14

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

While this position is administratively located in the Police Division (PD) of the Office of Rule of Law and Security Institutions (OROLSI), the incumbent reports to the Head of the Integrated Operational Team (IOT).

Responsibilities:

Within delegated authority, the Police Liaison Officer will be responsible for the following duties:

- Provides support to police mandate implementation and law enforcement in peace operations.
- S/he provides advice on peacekeeping mission-specific and operations support issues requiring policy decisions; assists in developing and reviewing Mission Plans and Concepts of Operations for police components of peace operations; reviews the draft report of the Secretary-General to the Security Council and the General Assembly and other related issuances on the police components of peace operations; and, advises, facilitates and coordinates police issues requiring the involvement of Police Contributing Countries (PCCs).
- The incumbent also liaises with other offices within the Secretariat, peacekeeping missions and Permanent Missions of the PCC's within the guidelines of the PD; supports the IOT and the PD in planning and integrating police elements into the development of Concepts of Operations and Operational Plans;
- Supports the PD in evaluating police plans and preparing expert police advice on mission operational matters; advises and facilitates the flow of critical information between DPO and missions to inform the planning, budget, and implementation processes.
- He/she represents the IOT and PD in selected working groups, task forces and outside meetings; facilitates collaboration between the PD and other field mission components at the operational level; and, coordinates and integrates activities of police components in the field missions.
- Assists in liaising with Member States and regional organizations on mission-specific related issues; participates in police contributing countries meetings; drafts mission-specific code cables and related correspondences to peace operations; prepares daily highlight reports on mission-specific issues for submission to the Head of the IOT and the Police Adviser.
- Participates in field visits and prepares assessment reports; prepares talking points for senior representatives of the United Nations Secretariat on mission-specific issues; assists in the preparation and review of budgetary documentation, including results-based budgeting reports, of the police components of peace operations.
- Assists, in consultation with the Conduct and Discipline Unit, in the provision to Member States of prompt and accurate information on any disciplinary matters related to their seconded law enforcement officers in United Nations peace operations.
- Researches on and provides technical and police advice on operational matters, as may be required; acts as an intermediary of the principal liaison group between field missions and headquarters staff on police matters; liaises with the Police Division for response actions and provides the Division's position to the IOT, as required.
- Provides advice to missions, in coordination with Police Division, on staffing and police selection to ensure they are commensurate with the planned operations and activities in order to fulfil mission mandates.
- Prepares and analyses periodic management reports and other relevant information in

order to keep senior managers informed; prepares technical reports and briefings; conducts informal and formal briefing presentations; identifies issues requiring headquarters intervention and follows up on decisions taken; and, executes other tasks as assigned by the Head of the IOT.

Competencies:

Professionalism: Demonstrated competence in police matters at the strategic and command levels; ability to identify issues, formulate opinions and provide recommendations through the use of sound judgment and applying expertise to solve a wide range of problems related to law enforcement; ability to work under pressure; conceptual and analytical abilities; knowledge of theories, concepts and approaches relevant to law enforcement, community safety and capacity-building; good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems; and good negotiation skills. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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

Qualification:

Education: Advanced university degree (Master's Degree or equivalent) in Criminal Justice, Law or Political Science or another related field. A first level university degree with a combination of relevant academic qualifications and sufficient experience in police may be accepted in lieu of the advanced university degree. Graduation from a police academy or similar law enforcement training institution is required.

Experience: A minimum of seven years of progressively responsible experience in national law enforcement, including command experience, with the rank of Superintendent, Lt. Colonel, or a rank equivalent to the level of Lt. Colonel. Experience in police policy-making, and in strategic and operational police management is also required. Experience in UN peacekeeping or in UNHQ is desirable. Qualifying years of experience are calculated following the graduation from the national police academy or similar law enforcement institution. Police training experience is desirable.

Language: English and French are the working languages of the United Nations Secretariat. For this post, fluency in English (both oral and written) is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

Circulation of this Job Opening is limited to Member States. Only serving police officers who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts reserved for active police officers who serve on secondment financed by the support account of peacekeeping operations. Currently serving active-duty seconded officers will not be considered eligible to be nominated for new vacant posts. To ensure gender representation within the Police Division, Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to equally qualified female candidates.

United Nations Nations Unies

Job Title: Police Planning Officer, P-4
Department/Office: Strategic Policy and Development Section
Location: NEW YORK
Posting Period: 06/05/2019 - 05/08/2019
Job Opening number: DPO/SEC1901/P-4/15

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

This position is located in the Strategic Policy and Development Section of the Police Division in the Office of Rule of Law and Security Institutions, Department of Peace Operations. The incumbent reports directly to the Chief of Section. The overall objectives of the Police Division are to effectively direct police components in peacekeeping operations and special political missions; to strengthen the strategic direction, planning, and management of police components in peacekeeping operations; and, to work towards a shared understanding among all stakeholders on the future direction of police peacekeeping. Additional information available in <https://police.un.org/en>.

Responsibilities:

Within delegated authority, the Police Planning Officer will be responsible for the following duties:

- In applying a holistic approach which incorporates all relevant cross cutting elements such as justice, corrections and other aspects of policing, he/she will be involved in establishing thematic doctrinal guidance and templates for use by field missions to ensure uniformity of mission plans.
- Collaborate with others in providing a coherent strategic planning framework clearly articulating the scope of resource requirements, coordination and modalities. Responsible for assisting in all United Nations police planning activities, including provision of expert police advice during integrated assessments and technical survey missions to develop and prepare strategic plans, concepts of operation and other planning options.
- Primarily responsible for planning for police components in one of the main regional groupings of field missions.
- Responsible for carrying out all planning priorities of field missions through close interaction with internal and external stakeholders; providing complementary support to the appropriate Integrated Operational Teams in all aspects of planning, including accurate and coherent police planning advice; developing and updating of strategic concepts; ensuring that all planning parameters are fully established during the development and review of the concept of police operations of prospective and current field missions; and, establishing collaborative relations with key national counterparts, officials of the criminal justice chain, and other internal and external stakeholders.
- Responsible for providing planning support to police components in ongoing and future special political missions; developing police planning, monitoring and evaluation tools and assessment templates; ensuring efficient dissemination of the same to field missions; and, providing appropriate orientation, training, and application support.
- Collaborate in an efficient and timely manner with counterparts in Mission Management and Support Section and Selection and Recruitment Section by providing support and advice on all operational planning needs (e.g. election planning, crisis management, etc.) Maintain close collaboration with the components/units of DPO and DOS, other UN Secretariat departments, and UN family agencies as and when required.
- Undertake research and analysis to support these tasks; prepare new documents to assist in the formulation of United Nations police peacekeeping doctrine needed to support such plans; and, to support the changing role of police in peacekeeping, particularly in the area of host state police development and capacity enhancement.

Competencies:

Professionalism: Demonstrated professional competence and mastery of police administration and police operational planning; knowledge of administrative, budgetary, financial or human resources policies and procedures; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; ability to conduct independent research and analysis, identify issues, formulate options and make conclusions and recommendations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Ability to operate databases, project management software and develop spreadsheets and complex text documents is required.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies. Identifies priority activities and assignments; adjusts priorities as required. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Monitors and adjusts plans and actions as necessary. Uses time efficiently.

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

Qualification:

Education: Advanced university degree (Master's degree or equivalent) in the field of police science, criminal justice, law, or another relevant field is required. A first level university degree in combination with qualifying experience in policing or other law enforcement reform matters, including strategic planning and development, may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other similar law enforcement training institution is also required.

Experience: A minimum of seven years of progressively responsible experience in active police, law enforcement, or other related policy/criminal justice work with the rank of Superintendent, Lt. Colonel, service equivalent or higher rank, including at least three years of experience in police planning or policy-making is required. Peacekeeping, other international or Headquarters or field planning experience is desirable. Qualifying years of experience are calculated following the graduation from the national police academy or similar law enforcement institution.

Languages: English and French are the working languages of the United Nations Secretariat. For this post advertised, fluency in English (both oral and written) is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

Circulation of this Job Opening is limited to Member States. Only serving police officers who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts reserved for active police officers who serve on secondment financed by the support account of peacekeeping operations. Currently serving active-duty seconded officers will not be considered eligible to be nominated for new vacant posts. To ensure gender representation within the Police Division, Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to equally qualified female candidates.

United Nations Nations Unies

Posts:	3
Job Title:	Police Officer , P-4
Department/Office:	Mission Management and Support Section
Location:	NEW YORK
Posting Period:	06/05/2019 - 05/08/2019
Job Opening number:	DPO/SEC1901/P-4/16

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

This position is located in the Mission Management and Support Section of the Police Division in the Office of Rule of Law and Security Institutions, Department of Peace Operations. The incumbent reports directly to the Chief of Section.

The overall objectives of the Police Division are to effectively direct police components in peacekeeping operations and special political missions; to strengthen the strategic direction, planning, and management of police components in peacekeeping operations; and, to work towards a shared understanding among all stakeholders on the future direction of police peacekeeping. Additional information available in <https://police.un.org/en>

Responsibilities:

Within delegated authority, the Police Officer will be responsible for the following duties:

- Provides advice and substantive support to the Police Division on police issues related to peacekeeping.
- S/he assists in the development of policies and strategies for all police dimensions in peacekeeping operations; participates in the police aspects of negotiations; develops police Concepts of Operations in support of integrated mission planning; conducts assessments of post-conflict police institutions and recommends on their immediate short term needs and the role of UN police therein.
- The incumbent reviews and assesses more broadly the long-term institutional needs of post-conflict police institutions with a view to developing strategies and partnerships to ensure their long-term sustainable development; and, liaises with UN Agencies and Programmes, international and regional organizations, and Member State governments to ensure an effective and coordinated approach to the long term institutional development of post conflict police institutions.
- S/he ensures the adherence of police components to their mandated tasks; advises and guides the components in their activities; evaluates and reviews components' progress; and, performs all other required administrative functions pertaining to the operations of the components and the serving police officers, ensuring the appropriate administration of police personnel, police mission budgets, and disciplinary cases related to police officers.
- The incumbent must be prepared to travel to the field at short notice. S/he works in close collaboration with counterparts from the Integrated Operational Teams, Office of Military Affairs, Policy Evaluation and Training Division and other offices in the Secretariat UN agencies.
- S/he conducts presentations and provides information and recommendations to senior UN officials and other national government officials regarding substantive police peacekeeping issues.

Competencies:

Professionalism: In-depth knowledge of issues related to the operations and support of police components in UN field missions; sound understanding of police planning, management, and administration;; ability to provide seasoned advice on police administration and operational planning to senior UN and national government officials; versatile in planning a wide range of international police activities; excellent conceptual, analytical and evaluative skills; ability to conduct independent research and analysis, identify issues, formulate opinions and make conclusions and recommendations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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

Qualification:

Education: Advanced university degree (Master's Degree or equivalent) in the field of Criminal Justice, Law, Political Science or related field. First level university degree with a combination of relevant academic qualifications and sufficient experience in police may be accepted in lieu of the advanced university degree. Graduation from a police academy or a similar law enforcement institution is also required.

Experience: A minimum of seven years of progressively responsible experience in an active national police service with a current rank of at least Superintendent or Lt. Colonel, with a specialization in police planning and management is required. Qualifying years of experience are calculated following the graduation from the national police academy or similar law enforcement institution. Experience in a peacekeeping operation, UNHQ, or similar international organization is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For this post advertised, fluency in English (both oral and written) is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

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United Nations  Nations Unies

Job Title: Deputy Police Adviser (Principal Officer), D-1
Department/Office: Office of the Police Adviser
Location: NEW YORK
Posting Period: 06/05/2019 - 05/08/2019
Job Opening number: DPO/SEC1901/D-1/13

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

This position is located in the Office of the Police Adviser in the Police Division in the Office of Rule of Law and Security Institutions, Department of Peace Operations. The incumbent reports directly to the Police Adviser and shares with him the support functions of his front office.

The overall objectives of the Police Division are to effectively direct police components in peacekeeping operations and special political missions; to strengthen the strategic direction, planning, and management of police components in peacekeeping operations; and, to work towards a shared understanding among all stakeholders on the future direction of police peacekeeping. Additional information available in <https://police.un.org/en>. The Police Division plans, implements and evaluates its functions through a Multi-year Strategy.

Responsibilities:

Under the direction of the Police Adviser and within limits of delegated authority, the Principal Officer will be responsible for the following duties:

- Supports the Police Adviser in all aspects of his/her work which allows the Police Adviser to focus more directly on issues requiring his/her strategic direction.
- Takes, active ownership for the planning implementation and evaluation of the Multi-year Strategy in close cooperation with the Chief of the Standing Police Capacity (SPC).
- Supervises the activities of the sections of the Division, and contributes to the coordination between the Sections in New York and the SPC in Brindisi, in close cooperation with the Chief of the SPC
- Supervises the Police Division's management teams ensuring coherence with the daily work of the Sections, under the Police Adviser's controlling activities.
- Provides direct guidance and support to the Heads of Police Components of peace operations and identify and respond to policy, management and operational developments, challenges and incidents.
- Acts as the focal point for the development, implementation, monitoring and evaluation of the RBB plan and the budget of the Division and assists in the preparation of all strategic and planning documents.
- Advises the Police Adviser on the police components adhere to their mandated task(s); advises and guides police components in their activities; evaluates and reviews components' progress; supervises the deployment and rotation of all police officers from their home countries to and from the mission areas; and supervises all other required administrative functions pertaining to the operations of the components and the serving police officers;
- Advises on and participates in the preparation of planning contingencies for ongoing, downsizing and prospective future police components of peacekeeping operations.
- The incumbent will be expected to work in close collaboration with inter alia the Office of Operations/DPO, Office of Military Affairs and the Department of Operational Support, Global Focal Point, Division of Policy, Evaluation and Training, and all other Secretariat Departments and UN family agencies.
- He/she will work closely with the representative of the Member States in regard to police contributions, rotations and other administrative matters.

Competencies:

Professionalism: Demonstrates professional competency in police matters at the strategic and command levels; ability to identify issues and to use sound judgment in applying expertise to identify and solve a wide range of complex issues and problems; ability to work under pressure; conceptual and analytical abilities; proven negotiation skills; knowledge of theories, concepts and approaches relevant to law enforcement, community safety and capacity-building; good research, analytical and problem-solving skills. Ability to conduct independent research and analysis, identify issues, formulate options and make conclusions and recommendations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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

Leadership: Serves as a role model that other people want to follow: empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Vision: Identifies strategic issues, opportunities and risks; clearly communicates links between the Organization's strategy and the work unit's goals; generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; conveys enthusiasm about future possibilities.

Qualification:

Education: Advanced university degree (Master's Degree or equivalent) in the field of Criminal Justice, Law or Political Science or another relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in police may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or similar law enforcement training institution is also required.

Work Experience: A minimum of 15 years of progressively responsible experience in national or international law enforcement or police work with currently active a rank of Commissioner, Deputy Commissioner, Chief Superintendent or other rank equivalent to Major-General. Qualifying years of experience are calculated following the graduation from the national police academy or similar law enforcement institution. Experience in policy development as well as administration of police training activities is desirable. Experience in the UN peacekeeping operations is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For the posts advertised, fluency in oral and written English is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

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United Nations Nations Unies

Posts:	3
Job Title:	Police Officer, P-3
Department/Office:	Mission Management and Support Section
Location:	NEW YORK
Posting Period:	06/05/2019 - 05/08/2019
Job Opening number:	DPO/SEC1901/P-3/17

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

This position is located in the Mission Management and Support Section of the Police Division in the Office of Rule of Law and Security Institutions, Department of Peace Operations. The incumbent reports directly to the Chief of Section.

The overall objectives of the Police Division are to effectively direct police components in peacekeeping operations and special political missions; to strengthen the strategic direction, planning, and management of police components in peacekeeping operations; and, to work towards a shared understanding among all stakeholders on the future direction of police peacekeeping. Additional information available in <https://police.un.org/en>

Responsibilities:

Within delegated authority, the Police Officer will be responsible for the following duties:

- Provides advice and substantive support to the Police Division on issues related to the police components in peacekeeping operations.
- S/he ensures the adherence of police components to their mandated tasks; advises and guides police components in their activities; evaluates and reviews components' progress; and, undertakes all other tasks to ensure the proper administration and documentation of personnel-related requirements of the police components in the field.
- The incumbent advises and guides field missions on budgetary issues; acts as the principal focal point between Headquarters and field police components on administrative and coordination issues; conducts the initial assessment related to the preparation of operational plans for police components of peacekeeping operations; advises on police concepts of operations; participates in the preparation of planning contingencies for ongoing, downsizing and prospective future police components of peacekeeping operations; and, prepares background materials, briefing notes and talking points on police issues related to peacekeeping.
- S/he works in close coordination with counterparts in the Office of Military Affairs, representatives from Member States, the Integrated Operational Teams, and other offices in the Secretariat and UN Agencies.

Competencies:

Professionalism: Demonstrated professional competence and mastery of police administration and police operational planning; knowledge of administrative, budgetary, financial or human resources policies and procedures; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; ability to conduct independent research and analysis, identify issues, formulate options and make conclusions and recommendations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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

Qualification:

Education: Advanced university degree (Master's Degree or equivalent) in the field of Criminal Justice, Law or Political Science or another relevant field. A first level university degree with a combination of relevant academic qualifications and sufficient experience in police may be accepted in lieu of the advanced university degree. Graduation from a police academy or similar law enforcement institution is also required.

Experience: A minimum of five years of progressively responsible experience in an active national police service with a current rank equivalent to at least Chief Inspector or Major, and a specialization in police planning, is required. Experience in a peacekeeping operation, UNHQ, or similar international organization is desirable. Qualifying years of experience are calculated following the graduation from the national police academy or similar law enforcement institution.

Language: English and French are the working languages of the United Nations Secretariat. For this post advertised, fluency in English (both oral and written) is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

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Special Notice:

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United Nations Nations Unies

Job Title: Police Selection and Recruitment Officer, P-3
Department/Office: Selection and Recruitment Section
Location: NEW YORK
Posting Period: 06/05/2019 - 05/08/2019
Job Opening number: DPO/SEC1901/P-3/18

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

This position is located in the Selection and Recruitment Section of the Police Division in the Office of Rule of Law and Security Institutions, Department of Peace Operations. The incumbent reports directly to the Chief of Section. The overall objectives of the Police Division are to effectively direct police components in peacekeeping operations and special political missions; to strengthen the strategic direction, planning, and management of police components in peacekeeping operations; and, to work towards a shared understanding among all stakeholders on the future direction of police peacekeeping. Additional information available in <https://police.un.org/en>

Responsibilities:

Within delegated authority, the Police Selection and Recruitment Officer will be responsible for the following duties:

- Conducts effective and timely selection, recruitment and rotation of police personnel for field missions, including Formed Police Units (FPU);
- Directly involved in expanding the pool of qualified candidates for police personnel positions, developing a skill-based roster for senior police personnel, collaborating and coordinating with DOS, UN Field Missions, Member States and Police-Contributing Countries (PCCs) on all matters related to deployment, extension and rotation of police personnel;
- Standardizes recruitment and selection procedures through the development of competency-based profiles; develops and participates in recruitment strategies to meet identified shortfalls, including recruitment and outreach exercises and selection assistance visits to generate a pool of competent candidates, especially thematic experts, i.e. experts in forensics, organized crime, electoral-related activities, criminal investigation, crime prevention, crowd control management, etc.;
- Conducts substantive vetting of candidates to assess their suitability by analysing curricula vitae, screening of candidates and conducting suitable written assessments or interviews by phone or video-teleconference;
- Develops extension and rotation strategies to meet the demand for police personnel and formed units in the field; establishes staggered police rotation plans in coordination with field missions and Member States to ensure continuity and stable strength in order to mitigate the potential adverse impact on mission mandate implementation and security and ensures strict adherence to established performance appraisal policies for any extension requests.
- Participates in pre-deployment visits to inspect contingent owned equipment; assesses the readiness of formed police unit personnel; coordinates negotiations of memoranda of understanding with Member States; joins reconnaissance visits to field missions; and, assists the Chief of Selection and Recruitment Section in daily communication with Member States and field missions related to mission-specific United Nations police selection and recruitment.
- Coordinates and ensures the issuance of medical clearances by the UN Medical Services Division for police officers prior to their deployment to field missions; and, monitors and updates the medical tracking mechanism for police personnel. Responsible for managing and participating in Selection Assistance and Assessment Teams (SAAT) visits and the Formed Police Assistance Teams (FPAT) visits; arranging and participating in pre-deployment visits to Member States.

- Works in close collaboration and coordination with other components of the Police Division (Mission Management and Support Section and Strategic Policy and Development Section) and with Standing Police Capacity.
- Engages in data management by utilizing available technology tools such as HERMES.

Competencies:

Professionalism: Ability to identify issues, formulate opinions, present conclusions and offer recommendations. Ability to apply UN human resources rules, regulations, policies and guidelines in work situations and prepare reports or rational with respect to key administrative decisions. Motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations; is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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

Qualification:

Education: Advanced university degree (Master's degree or equivalent) in law, criminal justice, human resources management, police administration, business or public administration, social sciences, education or related area. Graduation from a certified police academy or similar law enforcement training institution is required. A first level university degree in combination with relevant academic qualifications and qualifying experience in police may be accepted in lieu of the advanced university degree.

Experience: A minimum of five years of progressively responsible experience in active national police service with a rank of Major or Chief Inspector, other service equivalent or higher rank, including three years of practical experience in police administration and recruitment is required. Experience in a peacekeeping operation, UNHQ, or similar international organization is desirable. Qualifying years of experience are calculated following the graduation from the police academy or similar law enforcement training institution.

Language: English and French are the working languages of the United Nations Secretariat. For this post advertised, fluency in English (both oral and written) is required. Knowledge of a second official UN language, preferably French, is desirable.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

Circulation of this Job Opening is limited to Member States. Only serving police officers who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointments are limited to service on posts reserved for active police officers who serve on secondment financed by the support account of peacekeeping operations. Currently serving active-duty seconded officers will not be considered eligible to be nominated for new vacant posts. To ensure gender representation within the Police Division, Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to

equally qualified female candidates.


United Nations **Nations Unies**
POSTAL ADDRESS-ADRESSE POSTALE UNITED NATIONS, N.Y. 10017
CABLE ADDRESS-ADRESSE TELEGRAPHIQUE UNATIONS NEW YORK

REFERENCE: SEC1901/Launch

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Bosnia and Herzegovina to the United Nations and has the honour to refer to the requirement for the services of Military and Police Officers in active service. In this regard, the Department of Peace Operations (DPO) is seeking the nomination of candidates for appointment on secondment to specific positions in the Secretariat of the United Nations, for an initial period of two years with a possibility of extension in that position for a third year. In exceptional circumstances, the secondment to that position may be extended for a fourth year, but not longer. There are 24 posts available through the issuance of 18 Job Openings. The Job Openings are posted for a period of 90 days effective 6 May 2019. The closing date for all Job Openings will be 5 August 2019.

The nomination procedures together with all forms to be completed are included in this package. It is kindly requested that all documentation be submitted to Ms. Sandra Benyes, Executive Office DPPA-DPO, One UN Plaza, DC2-2246, Phone: (212) 917-367-9200.

Nomination can also be sent electronically to the following email address:

dpo-secondmentrecruitment@un.org

Applications received after the deadline specified on the Job Opening will not be accepted.

In as much as the posts require the expertise of military and police officers in active service, the Permanent Mission of Bosnia and Herzegovina is kindly requested to confirm that selected candidates will be released, in a timely manner, from their national military and police service obligations for service with the United Nations. The Permanent Mission of Bosnia and Herzegovina is also requested to ensure that the rank of each candidate submitted is clearly indicated on the application.

In addition, it is strongly recommended that the Permanent Mission of Bosnia and Herzegovina carefully submits only those candidates meeting all requirements for the position as described in the Job Opening.

The United Nations Secretariat would like to inform the Permanent Mission of Bosnia and Herzegovina that in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates approved for placement in the roster may be selected for positions with similar functions (same functional title and level), without a new Job Opening being issued. Candidates shall be retained in the roster for a period of one year after the first day of the month following the selection decision by the Head of Department.

It should be noted that during the period of their secondment, officers may not transfer to alternative positions within the United Nations and they may only serve with the United Nations for a maximum period of four years. As a result, the nomination of military and police officers who are currently on secondment to the UN will not be considered.

The United Nations Secretariat would like to avail of this opportunity to inform Permanent Mission of Bosnia and Herzegovina to United Nations that staff members are subject to the authority of the Secretary-General and thereby are subject to the United Nations Staff Regulations and Staff Rules.

In this context your attention is drawn to Staff Regulation 1.2 (j), whereby “[n]o staff member shall accept any honour, decoration, favour, gift or remuneration from any Government”.

The Permanent Mission of Bosnia and Herzegovina is encouraged to nominate qualified women candidates.

This request is being transmitted to all Member States.

The Secretariat expresses its appreciation to the Permanent Mission of Bosnia and Herzegovina to the United Nations for its cooperation in this project.

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**NOMINATION PROCEDURES FOR POSITIONS IN THE
DEPARTMENT OF PEACE OPERATIONS
REQUIRING OFFICIAL SECONDMENT FROM NATIONAL GOVERNMENTS OF
MEMBER STATES OF THE UNITED NATIONS ORGANIZATION**

Outlined below are the procedures to be followed by Permanent Missions for the nomination of candidates to posts requiring secondment from active Military and Police service, which are open for recruitment within the Department of Peace Operations (DPO). In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

1. The above-mentioned posts are reserved only for candidates nominated by Member States through their Permanent Mission to the United Nations; candidates applying independently will not be accepted. **It is requested that applications be submitted as soon as possible. No applications will be accepted after the deadline specified on each job opening.**

2. Applications for candidates must be presented in one single submission via a Note Verbale from the Permanent Mission. Each submission must contain a duly completed excel sheet form “Phase 1 of the 2019 Campaign - Application Sheet - List of Candidates by Permanent Missions”, listing the names of the nominated candidates for each job opening. In addition, for each nominated candidate, the following will be required to be included in the submission:

a) *United Nations Personal History Profile (PHP) Form (P.11) and, if applicable, Employment record (Supplementary Sheet)*, duly completed and signed by the nominated candidate.

b) *Military/Police Employment and Academic Certification form* issued by the relevant military/police authority and containing details on the candidate’s military/police academic degree/courses and employment record.

c) *Employment Record-Supplementary Sheet* to be used for additional employment information.

3. In the event a candidate wishes to be recommended for several posts, he/she must list each post in section 2 “Position/s to which you are applying” of the Military/Police Academic and Employment Certification form. Candidate need only to submit one PHP and one EAC even if they apply to several positions.

4. Candidates are discouraged from attaching to their application certificates of degree obtained, medical forms or copy of their passport.

5. Permanent Missions may choose to submit their nominations in one of the following way:
 - a. hand-delivered to Ms. Sandra Benyes, DPPA-DPO Executive Office, DC-2, Room 2246,
 - b. emailed to dpo-secondmentrecruitment@un.org
Please note that electronic submissions must follow the correct procedure as per attached instructions. Incomplete submissions will not be accepted.
6. Upon receipt of the:
 - a. **hand-delivered** submission, the designated official for the military/policy campaign, will confirm receipt of the submission and the attachments by signing-off on the duly completed excel sheet form “Phase 1 of the 2019 Campaign - Application Sheet - List of Candidates by Permanent Missions”.
 - b. **emailed** submission, the designated official for the military/policy campaign, will confirm receipt of the submission and the attachments via email.
7. **Nominations submitted using fax, mail or any other formats will not be accepted.**
8. **Nominations received after the deadline will not be accepted.**
9. **Nominations submitted using different forms from the one provided will not be accepted.**
10. **Nominations of military and police officers who are currently on secondment to the UN will not be accepted.**
11. **Permanent Missions are requested to present their candidates in one single submission via a Note Verbale.**
12. Communications regarding this exercise will be through Permanent Missions only. The DPPA-DPO EO will not entertain personal queries from individual applicants.

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Protocol for Electronic Submission of Nominations:

1. Each Permanent Mission will be requested to submit in **one single submission** and in accordance with the deadline date of the job openings to dpo-secondmentrecruitment@un.org mail box the following documents in the file type as indicated below:
 - a. Official note verbale – Format: Adobe PDF
 - b. Duly completed Excel sheet form “Phase 1 of the 2019 Campaign - Application Sheet - List of Candidates by Permanent Missions”, listing the names of the nominated candidates for each job opening – Format: Microsoft Excel or Adobe PDF
 - c. *Application form package* to be submitted for each nominated candidate in Adobe PDF Format:
 - i. United Nations Personal History Profile (PHP) Form (P.11) - duly completed and signed by the nominated candidate
 - ii. Supplementary Sheet as an attachment to Personal History Profile (PHP) Form (P.11/Supplementary Sheet), when more employment records need to be presented
 - iii. Employment and Academic Certification Form (EAC) duly completed and signed by:
 1. the nominated candidate and
 2. the relevant member state’s local authority
2. In the event the size of the attachments is too big to be submitted in one single message then the message can be divided into parts. The first part will clearly indicate the total number of submissions that will follow.
3. Upon receipt of the electronic submission, the designated official for the recruitment of seconded military/policy officers in the DPPA-DPO EO will confirm receipt of the complete submission as outlined above by returning the signed Excel sheet form “Phase 1 of the 2019 Campaign - Application Sheet - List of Candidates by Permanent Missions” – Format: Adobe PDF
4. **Incomplete submissions will not be accepted.**
5. **Nominations of military and police officers who are currently on secondment to the UN will not be accepted.**
6. In case of incomplete submissions the designated official for the recruitment of seconded military/policy officers in the DPPA-DPO EO will indicate and request the missing documents. Acceptance of the submission will occur only once all documents have been submitted. The recruitment officer will acknowledge acceptance of the submission by returning the signed Excel sheet form “Phase 1 of the 2019 Campaign - Application Sheet - List of Candidates by Permanent Missions” – Format: Adobe PDF

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7. Missing documents submitted after the deadline date of the job openings will not be accepted.
8. Late submissions or submissions that are faxed or mailed will not be accepted.