

---

## MISSION IN COLOMBIA JOB OPENING

### Internal / External

---

<b>Job Title &amp; Level:</b>	<b>ASSOCIATE SECURITY COORDINATION OFFICER (Plans &amp; Liaison), NOB</b>
<b>Department/Office:</b>	<b>UN MISSION IN COLOMBIA</b>
<b>Location:</b>	<b>BOGOTA, COLOMBIA</b>
<b>Posting Period:</b>	<b>January 16 – January 22</b>
<b>Job Opening Number:</b>	<b>MC-NJO-2020-002</b>

---

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

---

The Human Resources Section invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications through the P11 form, which can be found at <https://colombia.unmissions.org/empleo> (CVs or alternative forms will NOT be accepted). Please submit your P11 along with your e-mail address, telephone number(s), and relevant contact details, at the following e-mail address: [mcrecruitment@un.org](mailto:mcrecruitment@un.org)

Please do not submit any additional certificates/diplomas, employment letters and other documents at this stage of the application process, only the P11 form is sufficient. Please limit your attachments to 5MB.

Please include the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only. for this position is subject to funding and Mission Mandate approval.

#### **Organizational Setting and Reporting:**

The position is located in the United Nations Verification Mission in Colombia, UNDSS Integrated Security Workforce (ISW) based in Bogota. The incumbent will supervise and manage the ISW Security Coordination Centre (SOC) The Associate Security Coordination Officer will report to the Chief Security Adviser.

#### **Responsibilities**

Within delegated authority, the Associate Security Coordination Officer will be responsible for the following duties:

- Prepares draft of security plan for the mission or designated geographic area, including all aspects related to elaboration, development, implementation and updating of the plan.
- Maintains continuing lines of communication with security focal points and all other agencies involved in peacekeeping and other missions to ensure maximum security coordination.
- Serves as a member of the United Nations Security Management Team, contributing to implementation and evaluation of the effectiveness of the security plan.
- Assesses prevailing local security conditions, identifying security trends and advising UN staff, project personnel and dependents on potential security problems, such as mines, kidnapping, armed attacks, arrest and detention.
- Maintains an ongoing evaluation of air, land and sea evacuation routes and resources for use in emergencies, ensuring the availability of vehicles, aircraft, vessels, fuel supply and assessable roads.
- Provides advice and training to staff and dependants on residential security measures such as window guards, alarm systems and locks to minimize burglar intrusions.
- Maintains dialog with authorities and international institutions in the event of natural disasters.
- Ensures availability of emergency communications system by making periodic checks to determine if system is functioning properly; arranges for necessary repairs or adjustments.
- Assumes responsibility for guard force management.
- Performs other duties, as assigned.

## **Core Values**

**Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations; takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Integrity:** Demonstrates the values of the United Nations in daily activities and behaviours. Acts without consideration of personal gain. Resists undue political pressure in decision-making. Does not abuse power or authority. Stands by decisions that are in the Organization's interest, even if they are unpopular. Takes prompt action in cases of unprofessional or unethical behavior.

**Respect for diversity:** Works effectively with people from all backgrounds. Treats all people with dignity and respect. Treats men and women equally. Shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making. Examines own biases and behaviours to avoid stereotypical responses. Does not discriminate against any individual or group.

### **Competencies:**

**Communication:** 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.

**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.

### **Education:**

- An advanced university degree (Master's degree or equivalent such as a senior command and staff qualification) in security management or business administration, political/social/military science or international relations with focus on security management;
- A first-level university degree in combination with four additional years of qualifying experience in military, police or security management may be accepted in lieu of the advanced university degree;

### **Experience:**

- A minimum of two years with advanced university degree (four years with a first-level university degree) of progressively responsible experience in the military, police or security management is required; of which
  - Progressively experience in security operations management or control, within a military, police or security organization is required; and
  - Experience in managing multiple and diverse military, police or security units operating in a conflict or post conflict environment is desirable.

**Languages:**

English and French are the working languages of the United Nations Secretariat. For this position fluency in English and Spanish (both oral and written) is required.

**United Nations Considerations**

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations – Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.