

**UNITED NATIONS VERIFICATION MISSION
IN COLOMBIA (UNVMC)
JOB OPENING
INTERNAL / EXTERNAL**

Job Title & Level:	Associate Liaison Officer, NO-B
Department/Office:	UN VERIFICATION MISSION IN COLOMBIA
Location:	Bogota, COLOMBIA
Posting Period:	26 November 2019 – 11 December 2019
Job Opening Number:	UNVMC-NJO-2019-015

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

The Human Resources Unit invites all interested and qualified candidates to apply for the advertised position. All interested candidates should submit their applications (Personal History Profile - P11 and/or CVs) and copies of their educational certificates to the Recruitment Unit via the email: MCreruitment@un.org.

Please include the job opening number of the above position in your e-mail application.

Acknowledgment of receipt will be sent to short listed candidates only.

Organizational Setting and Reporting

This position is in Headquarters office of the United Nations Verification Mission in Colombia (UNVMC) in Bogota. The Associate Liaison Officer contributes to the implementation of the Mission's mandate by producing analysis and reports, building partnerships, developing materials, and organizing meetings with partners. Additionally, the Associate Liaison Officer will plan, monitor, analyze and verify cases against human rights defenders, social leaders and people participating in the governmental institutions created by the Peace Agreement, as per the internal verification protocols.

The Associate Liaison Officer reports to the Principal Liaison Officer for Verification of Security Guarantees, or to which officer she/he is assigned to.

Responsibilities:

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

- Gathers, selects and analyses information contained in communications and publications received from different sources, including the press. Registers, follows up and updates constantly the monitoring system on attacks against human rights defender and social leaders.

- Maintains up-to-date knowledge of events relating to political issues as they affect the area of assignment and thematic mandates for which the staff member is responsible.
- Keeps abreast of latest trends and developments in the area of assignment and provides inputs on issues to UNVMC Principal Liaison Officer for Security Guarantees and other relevant colleagues, and elsewhere in the Secretariat when required.
- Monitors national and regional level political developments and provides advice to the relevant UNVMC components or UN agencies active on the ground in the context related to attacks against human rights defender and social leaders.
- Elaborates tools, updates protocols and provides advisory to regional offices on verification of cases on attacks against human rights defender and social leaders.
- Maintains contacts with other sectors of the UN, other international organizations, and governments on coordination and policy matters.
- Monitors actions taken by intergovernmental groups, UN organizations, government and non-governmental organizations.
- Selects, classifies, and stores in computerized databases information relating to potential disputes and conflicts involving actors in the assigned area of responsibility.
- Participates in fact-finding and other missions within the assigned area of responsibility.
- Performs other related duties as required.

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.

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 behaviors to avoid stereotypical responses; Does not discriminate against any individual or group.

Integrity: Demonstrates the values of the United Nations in daily activities and behaviors; 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

Competencies

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.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Education:

Advanced university degree (Master's degree or equivalent) in Social Sciences, Political Science, Management or Development, or a related field. A first level university degree with a combination of two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Professional training in the areas of planning, monitoring and evaluation, facilitation or coordination is desirable.

Work Experience:

A minimum of two years of progressively responsible experience in political science, international relations, law, disarmament, security, development management, conflict resolution or related area. Experience in Latin America issues is required. Specific knowledge of the Colombia peace process is highly desirable. Previous work experience in the United Nations System and/or International Organizations is desirable.

Languages:

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

United Nations Considerations

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.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.