
MISSION IN COLOMBIA JOB OPENING

Internal / External

Job Title & Level:	RESEARCH AND ANALYSIS ASSISTANT, INTERNSHIP
Department/Office:	UN VERIFICATION MISSION IN COLOMBIA/ VERIFICATION OFFICE
Location:	BOGOTA, COLOMBIA
Posting Period:	15 FEBRUARY – 01 MARCH 2019
Job Opening Number:	UNVMC–INTERN-2019-001

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

*OPEN TO ALL NATIONALITIES

The Human Resources Section Invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile – P11) to the Recruitment Unit via email MCreruitment@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. If you need more P11 pages, please print and add them as additional pages to the P11 submission. Please make sure the e-mail application is not larger than 9MB in size.

IMPORTANT NOTE:

In order to implement the United Nations System-wide Gender Parity Strategy, for this job opening preference will be given to equally qualified female candidates

Organizational Setting and Reporting

This position is located in the United Nations Verification Mission in Colombia. The focus of this position is to contribute to the Mission's verification, analysis and reporting efforts at the national level including the collation, analysis and processing of verification information coming from the regional and field locations of the Mission, as well as assistance in research and editing.

Responsibilities:

Within delegated authority, and under the direct supervision of the Coordination Officer within the Verification Office, the research and analysis assistant will carry out the following duties.

- Assist in gathering information in support of the Mission's verification, analysis and reporting teams;
- Help identify areas for potential research and analysis. Provide support in collating verification input coming from regional and field locations in support of relevant substantive sections;
- Provide support in gathering and analyzing information on relevant matters and developments related to the Mission's mandate, and the overall implementation of the peace process;
- Support relevant substantive units and sections in contributing to situational awareness by assisting in the production of timely accurate and analytical reports and briefings that inform Mission leadership;
- Maintain an understanding of the political and security, situation in the Mission area and region; follow unfolding events; contribute to trend analysis and mid- to long-term predictive analysis; work with colleagues to gather and verify information; and be able to select, confirm, and deliver the relevant information, with the appropriate political context, in a concise manner (written or oral);
- Performs other duties, as assigned.

Education:

Be enrolled in a graduate school programme (second university degree or equivalent, or higher) in political science, international relations, law, economics, public administration, or a related field.

Work Experience:

Previous participation in research groups on political affairs, peace and conflict studies, international relations or a related area is an advantage. Knowledge of the Colombian peace process is highly desirable.

Languages:

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

Especial Notice

The internship is an unpaid (full-time) opportunity for 6 months.