

Job Title: Head of Task Force

Requisition ID: **4460**

Grade: **L6**

Country: **Austria**

Duty Station: **Vienna**

Category: **Professional and Higher**

Type of Job Posting: **Internal and External**

Employment Type: **Staff-Full-time**

Appointment Type: **Fixed Term - 200 series**

Indicative Minimum Net Annual Salary: **169,531 USD**

Application Deadline: **16-Sep-2024, 11:59 PM (CEST)**

Vacancy Announcement

Female candidates from all Member States are particularly encouraged to apply.

Organizational Context

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the Lima Declaration adopted at the fifteenth session of the UNIDO General Conference in 2013 as well as the Abu Dhabi Declaration adopted at the eighteenth session of UNIDO General Conference in 2019, is to promote and accelerate inclusive and sustainable industrial development (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development. UNIDO's mandate is fully recognized in SDG-9, which calls to "Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation". The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization's programmatic focus is structured in four strategic priorities: Creating shared prosperity; Advancing economic competitiveness; Safeguarding the environment; and Strengthening knowledge and institutions.

Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO's four enabling functions: (i) technical cooperation; (ii) analytical and research functions and policy advisory services; (iii) normative functions and standards and quality-related activities; and (iv) convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Divisions/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.

The Directorate of SDG Innovation and Economic Transformation (IET) is responsible for the development of innovative UNIDO services in the areas of agro-industry and agribusiness, sustainability standards and fair production, and climate-relevant or climate-improving technologies. It is also, in collaboration with ODG, responsible for developing innovative cooperation concepts, identifying new sources and means of innovative finance and entering into new partnerships with a broad range of relevant stakeholders.

The position is located in the Office of the Managing Director (OMD) to position UNIDO as a key partner for responsible and green minerals along the value chain and in the development of a UNIDO sustainability seal and certification system.

At the L6 level, the incumbent is expected to deliver (a) work that is integral to UNIDO's mandate; (b) in creating an enabling environment which is catalytic, gap-building and opportunistic; (c) in building partnerships and networks to strengthen Programmes; and (d) in achieving results within Cross Programme or Inter-Services teams. The measure of success is Programme Competence.

The UNIDO Staff Performance Management System reinforces the collaboration within formal units as well as among cross-functional teams. In this context, the incumbent collaborates with his/her supervisor and colleagues, within as well as outside the unit. Within the formal teams, the incumbent may be expected to backstop other team members as required.

Staff members are subject to the authority of the Director General and in this context all staff are expected to serve in any assignment and duty station as determined by the needs of the Organization.

I. Project/Programme Context

The Task Force "Global Alliance and UNIDO Sustainability Seal" acts as the Secretariat of the Global Alliance for Responsible and Green Minerals" to position UNIDO as key partner for responsible and green minerals along the value chain and in the development of a UNIDO sustainability seal and certification system.

The Global Alliance aims to provide the participating members with relevant knowledge and capacity for a sustainable minerals' future. The Alliance will promote a common understanding of the goals and principles for sustainable development in the critical minerals supply chains, offer support for their implementation and work on a global framework for just and inclusive transformation of the extractive industries in conjunction with the energy and digital transitions.

In its second function, the Task Force is responsible for the development of a UNIDO sustainability seal and certification system, based on the UN Principles for Business and Human Rights and corresponding international agreements. In close alignment with already existing standards and initiatives, the Task Force's objective is to spearhead UNIDO's future role in promoting compliance with ESG standards through the creation of a UNIDO seal (meta-label approach). Initially, the awarding of the seal is tailored to the artisanal and industrial mining sector and its supply chain, which may be extended to other economic sectors (e.g. textiles, coffee) in the mid-term future.

II. Responsibilities

The Head of the Task Force works under the overall guidance of the Managing Director of the Directorate of IET. She/he will be responsible for leading the project implementation and providing support to the smooth and timely execution of projects and be accountable for the achievement of project results.

Specific responsibilities include but are not limited to:

- The Head of the Task Force is responsible for the management and coordination of the Global Alliance for Responsible and Green Minerals and for the development, design and implementation of the UNIDO sustainability seal and certification scheme.
- With regard to the Global Alliance, the Head of the Task Force is responsible in particular for the management of the Secretariat, strategic planning and coordination with internal stakeholders as well as with relevant external stakeholders.
- The Head of the Task Force represents UNIDO and the Global Alliance at pertinent international conferences and vis-à-vis members and the public. In this sense, she/he actively mobilizes the recruitment of new members for the Alliance.
- With regard to the development and implementation of the UNIDO sustainability seal and certification scheme, and in leading the UNIDO Task Force on the Global Alliance, the incumbent will work closely with all relevant UNIDO divisions and units. During the development phase of

the UNIDO sustainability label, the Head of the Task Force will work closely with relevant UNIDO divisions.

- The Head of the Task Force will also lead the UNIDO Task Force on the Global Alliance, which is composed of members from different organizational entities.
- Performs other related duties and assignments as required.

III. Core Values and Competencies

Core Values

WE LIVE AND ACT WITH INTEGRITY: work honestly, openly and impartially.

WE SHOW PROFESSIONALISM: work hard and competently in a committed and responsible manner.

WE RESPECT DIVERSITY: work together effectively, respectfully and inclusively, regardless of our differences in culture and perspective.

Key Competencies

WE FOCUS ON PEOPLE: cooperate to fully reach our potential –and this is true for our colleagues as well as our clients. Emotional intelligence and receptiveness are vital parts of our UNIDO identity.

WE FOCUS ON RESULTS AND RESPONSIBILITIES: focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those, we serve and who have trusted us to contribute to a better, safer and healthier world.

WE COMMUNICATE AND EARN TRUST: communicate effectively with one another and build an environment of trust where we can all excel in our work.

WE THINK OUTSIDE THE BOX AND INNOVATE: To stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.

IV. Minimum Organizational Requirements

Education:

Advanced university degree (master's or equivalent) in economics, engineering, sciences, business administration, international relations, or related field with specialization in Sustainability Practices, Sustainable Infrastructure Systems, Circular Economy is required.

Experience:

A minimum of ten (10) years of relevant professional experience, including experience at the international level, in human rights and technical cooperation in developing countries **is required**. Proven experience in diplomatic settings **is required**. Proven experience in project management **is required**. Proven experience in international development **is required**.

Language Skills:

Fluency in written and spoken English is required. Fluency or working knowledge of another official language of the United Nations is an asset.

NOTE: UNIDO professional level applicants are required to have served at least one year in their current position, if applying for a higher-level position. However, the seniority-in-grade requirements for applying for higher level positions, as per paragraphs 18 and 78 of the HRMF, have been waived.

For further information on salaries, refer to the International Civil Service Commission website: <https://icsc.un.org/>

Employees of UNIDO are expected at all times to uphold the highest standards of integrity, professionalism and respect for diversity, both at work and outside. Only persons who fully and

unconditionally commit to these values should consider applying for jobs at UNIDO.

All applications must be submitted online through the Online Recruitment System. Correspondence will be undertaken only with candidates who are being considered at an advanced phase of the selection process. Selected candidate(s) may be required to disclose to the Director General the nature and scope of financial and other personal interests and assets in respect of themselves, their spouses and dependents, under the procedures established by the Director General.

Visit the UNIDO careers site for details on how to apply: <https://careers.unido.org/>

NOTE: The Director General retains the discretion to make an appointment to this post at a lower level.

Notice to applicants:

UNIDO does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. If you have received a solicitation for the payment of a fee, please disregard it. Vacant positions within UNIDO are advertised on the official UNIDO website. Should you have any questions concerning persons or companies claiming to be recruiting on behalf of UNIDO and requesting payment of a fee, please contact:
recruitment@unido.org