



# United Nations Educational, Scientific and Cultural Organization

Applications should reach UNESCO before 27 December 2009.  
Please quote the corresponding "VA number".

*UNESCO is currently recruiting for five senior strategic positions, Assistant Directors-General, to lead the five mandates of the Organization. As a specialized agency of the UN system, UNESCO contributes to the building of peace, the alleviation of poverty, sustainable development and intercultural dialogue through education, the sciences, culture, communication and information. The strategic priorities are Africa and gender equality.*

## MAIN RESPONSIBILITIES

Under the authority of the Director-General, the Assistant Directors-General are responsible for providing intellectual leadership and strategic vision both in the field of their respective Sector and Field Offices. The Assistant Directors-General are also responsible for the overall management, formulation, planning and coordination of UNESCO's programmes and plans of action in their Sector.

### Assistant Director-General for Education (VA "ED-001")

*The Education Sector's mission is to provide international leadership to create learning societies with educational opportunities for all populations; provide expertise and foster partnerships to strengthen national educational leadership and the capacity of countries to offer quality education for all; and work as an intellectual leader, an honest broker and clearing house for ideas, propelling both countries and the international community to accelerate progress towards these goals and facilitate the development of partnerships and monitor progress. Moreover, UNESCO plays a lead role for the global Education for All movement, aiming to meet the learning needs of all children, youth and adults by 2015, and has been mandated to coordinate the international efforts to reach EFA's goals.*

### Assistant Director-General for Natural Sciences (VA "SC-001")

*The Natural Sciences Sector's mission is to use science to build peace, to eradicate poverty and to promote sustainable development through leveraging scientific knowledge for the benefit of the environment and the management of natural resources, foster policies and capacity-building in science, technology and innovation and contribute to disaster preparedness and mitigation.*

### Assistant Director-General for Social and Human Sciences (VA "SHS-001")

*The Social and Human Sciences Sector's mission is to advance knowledge, standards and intellectual cooperation in order to facilitate social transformations conducive to the universal values of justice, freedom and human dignity by determining what should be – ethics and human rights; anticipating what could be – philosophy; and studying what is – empirical social science research.*

### Assistant Director-General for Culture (VA "CLT-001")

*The Culture Sector's mission is to preserve and encourage cultural diversity by increasing endogenous capacities for the safeguarding and preservation of the cultural and natural tangible and intangible heritage, within the framework of the international conventions adopted to that end and of national development strategies; and to encourage creativity and development of cultural industries by stimulating reflection and exchanges of experience on cultural policies for development and helping to create conditions for understanding and intercultural dialogue between and within nations.*

### Assistant Director-General for Communication and Information (VA "CI-001")

*The Communication and Information Sector's mission is to promote freedom of the press, media independence and pluralism while fostering the use of communication and information for governance and development; to stimulate global reflection on the challenges of the information society; to strengthen capacities, in the fields of communication, information and informatics; and to reinforce the role of libraries, archives and information services.*

For further information on the specific above-mentioned programmes, candidates should consult our website: <http://www.unesco.org> and/or the following documents: [34 C/4](#) (UNESCO's Medium-term Strategy, 2008-2013) and [35 C/5](#) (UNESCO's Programme and Budget for 2010-2011).

## QUALIFICATIONS AND EXPERIENCE

- Advanced university degree, preferably at the PhD level, in the relevant field.
- Extensive relevant professional experience in senior leadership positions including substantial assignments at regional and/or international level.
- Several years of exposure to the requirements of international cooperation.
- Demonstrated ability to direct change processes at the management level within large institutions of national or international scope.
- Demonstrated ability to lead and motivate a team of senior managers and staff at all levels in a multicultural environment.
- Demonstrated ability to conduct high-level negotiations at international level.
- Demonstrated ability for resources mobilization.
- Working knowledge with excellent drafting skills in one of the working languages (English and French). Knowledge of the second one is strongly desirable. Language training will be mandatory in order to acquire the required level of the second working language in a reasonable time-frame.

## COMPETENCIES REQUIRED

- Proven senior leadership and managerial skills.
- Excellent communication skills both orally and in writing.
- Ability to develop and communicate a clear strategic direction including inter-disciplinary dimensions and set clear programme priorities.
- Ability to translate strategy into action and effectively plan, mobilize and manage resources to deliver expected results.
- Demonstrated ability to build efficient partnerships and be a team player.

## TERMS AND CONDITIONS

The posts are at ADG level with a salary composed of base salary and post adjustment, which, at the present dollar exchange rate, totals approximately US \$221,178 (with dependants) or US\$ 200,285 (without dependants) per annum, exempt from taxation. In addition, UNESCO offers an attractive benefit package, including 30 days annual vacation, home travel, education grant for dependent children, pension plan and medical insurance. Please note that UNESCO is a non-smoking Organization.

Candidates wishing to apply for one of these posts should do so through the following website: <http://www.unesco.org/employment>

Candidates without easy access to the Internet may apply by mail, sending a full curriculum vitae in the two working languages, on the official UNESCO curriculum vitae form, to: Chief, Recruitment and Classification Section, Bureau of Human Resources Management, UNESCO, 7 Place de Fontenoy, 75352 Paris 07-SP, France.

**THERE IS NO APPLICATION. PROCESSING OR OTHER FEE AT THIS OR AT ANY STAGE OF THE PROCESS.**

UNESCO is committed to gender equality in its programming and to gender parity within the Secretariat.

Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States.