

United Nations Nations Unies

Job Title : Planning Officer, P-3
Department / Office : Force Generation Service
Duty station : NEW YORK
Posting period : 03/03/2023 - 02/06/2023
Job Opening Number : DPO/SEC23-1 OMA/P-3/13

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting :

This position is located in the Force Generation Service, Office of Military Affairs (OMA), Department of Peace Operations (DPO). The incumbent reports to the Chief of Service, Force Generation Service.

Responsibilities :

The incumbent will have the following main responsibilities:

- Develop and implement plans to generate military forces for peace operations.
- Provide expert military advice on military matters, particularly as regards to force generation process, military equipment and structure of military units.
- Coordinate, prepare and lead integrated initial pre-deployment and assessment missions; and coordinate the Reconnaissance Visits of the Troop Contributing Countries (TCCs) to the Field Missions.
- Contribute to the development of support plans for missions.
- Coordinate Mission - Specific TCC Guidelines and provide inputs to Force Requirements, Force Commander's Directives, Status of Mission Agreements (SOMA) and Status of Forces Agreement (SOFA).
- Coordinate the negotiation of the Memorandum of Understanding (MOU) with the TCC and DOS, from its inception and until it is signed. Undertake updates of the MOU, when required.
- Oversee the detailed organization and equipment for military units and headquarters required for missions; evaluate the capability of countries' military units offered for missions and may be required to participate in contributing Agreement Negotiations.
- Manage the initial recruitment and rotations of Staff Officers and UN Experts on Mission deployed to peace operations, in coordination with TCCs, Offices and Divisions of DPO and other UN offices and entities and civilian and military authorities in field missions, as needed.
- Contribute to the drafting/ clearing of code cables, reports of the Military Adviser to the peace operations as well as other Offices in the UN Secretariat, in force generation, military component mission wide or thematic reports.
- Prepare talking points, speeches, and take notes while accompanying the Military Adviser and other senior officials attending high level meetings.
- Undertake these or similar duties anywhere within UN Headquarters as well as in field missions including deployment to the missions for up to 90 days.

Competencies :

Professionalism: Demonstrated professional competence and knowledge of theories and concepts relevant to military planning at the strategic and operational level. Knowledge of international affairs and understanding of peace operations. Knowledge of military planning process, from concept of operations through to force requirements. Knowledge of the work of a formation headquarters responsible for operational planning and interfacing with relevant non-military agencies. Ability to conduct independent research and analysis, identify issues, formulate concepts and options and make conclusions and recommendations. Ability to provide sound military advice. Ability to produce high quality work with limited supervision and in unfamiliar environments. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

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.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Qualifications :

Education: Graduate of military command and staff college is required. A first level university degree in Political Science, History, International Relations or related field is desirable.

Experience: A minimum of five years of progressively responsible experience in military profession, including operational planning, is required. Applicant must be an active service military officer in the rank of Major or equivalent in other services. Operational experience in a peacekeeping/peace enforcement/peace support mission is required. Experience with deployment and rotation of military personnel and units is highly desirable. Joint/combined planning experience is desirable. Strategic level planning experience is desirable. Qualifying years of experience are calculated following the graduation from the national military/defence college or academy.

Languages: English and French are the working languages of the United Nations Secretariat. For this post, fluency in English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.

Assessment Method :

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the written test.

Special Notice :

Circulation of this Job Opening is limited to Member States. Only active-duty military officers currently employed in their national service and who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointment is limited to service within the Department of Peace Operations on posts financed by the support account for peace operations requiring active military service. It should be noted that successful candidates will be offered a two year Fixed-Term appointment which, based on performance and operational needs, may be extended to a third year or in exceptional circumstances to a fourth and final year.

Currently serving active-duty seconded military officers are not eligible to apply or be nominated for new seconded positions until separated for at least one year from any last secondment with the UN Secretariat.

Nominations of women candidates are strongly encouraged.