

Posts : 5
Job Title : Planning Officer, P-4
Department / Office : Force Generation Service
Duty station : NEW YORK
Posting period : 29/05/2024 - 28/08/2024
Job Opening Number : DPO/SEC2401OMA/P-4/06

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

Organizational Setting and Reporting :

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

Responsibilities :

The incumbent will be responsible for the following duties:

- Develop and implement plans to generate military forces for United Nations peace operations.
- Provide expert military advice on military matters, particularly as regards 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).
- Provide leadership for the Force Generation Team, which comprises members of OMA, Department of Operational Support (DOS) and other specialists as required.
- 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 organisation 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 Contribution Agreement Negotiations.
- Participate in workshops, seminars and symposiums on peace operations, in order to further advance the understanding of the UN's capabilities and limitations.
- Responsible for the initial recruitment and further rotations of Staff Officers and UN Experts on Mission deploying to peace operations, in so doing dealing with the TCCs, DPO, and other UN offices and entities, civilian and military authorities in field missions, as needed.
- Responsible for the recruitment of contracted military officers seconded by their governments to specific positions in peace operations.
- Organize and coordinate the recruitment process of the contracted officers, including forming the interview panel, coordinating the interviews and staffing the final recommendations of the panel.
- Contribute to the drafting/clearing of code cables, reports of the Military Adviser to the UN peace missions in the Field as well as other Offices in the UN Secretariat, in military component mission wide or thematic reports.
- Prepare talking points, speeches, and take notes while accompanying the Military Adviser and other Senior Official attending high level meetings.
- Perform other related duties as required.
- 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. 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.

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: Graduation from National Command and Staff College is required. Advanced university degree (Master's degree or equivalent) in military science, political science, international relations, international economics, law, public administration, or related field is required. A first-level university degree (Bachelor's degree or equivalent) with a relevant combination of academic qualifications and two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Experience:

A minimum of seven (7) years of progressively responsible experience in military profession is required. Qualifying years of experience are calculated following the graduation from the national military/defense college or academy. Applicant must be an active service military officer in the rank of Lieutenant Colonel is required equivalent in other services for at least one year.

Staff experience at the operational level planning is required (G1/G3/G4/G5).

Staff experience at the strategic level planning is desirable (J1/J3/J4/J5).

Staff experience with human resources management, force generation, deployment and rotation of military personnel and units are required.

Deployment to at least one recent United Nations Peace Operation or equivalent for a minimum period of one year is required.

Experience in command at the Battalion/Regimental Level is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For the position(s) advertised, fluency in English is required. Knowledge of another official United Nations 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 or technical 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 the Member States of the United Nations. Only military officers who are currently employed in their national military service and who have received authorization from their respective national authority to apply for this Job Opening will be considered.

The Appointment is limited to service within the Department of Peace Operations (DPO) on posts financed under the peacekeeping support account requiring active military service. It should be noted that during the period of their secondment to the UN, military officers cannot be reassigned or transferred to any other position in the Department of Peace Operations (DPO) or other parts of the UN Secretariat. Successful candidates will be offered a two-year fixed-term appointment which, based on performance and operational needs, may be extended for a third year or, in exceptional circumstances, a fourth and final year.

Currently serving seconded active-duty officers under a UN contract are not eligible to apply or be nominated for another seconded officer position until after at least one year of separation from their last secondment on a contract with the UN Secretariat. As a result, nominations of currently serving seconded active-duty Military officers under a UN contract will not be considered.

Nominations from women candidates are strongly encouraged.