

Consultancy in the field of Culture UNESCO Liaison Office in Brussels

Location: Brussels

Type of contract: Consultant contract

Duration of contract: 6 months

Posting date: 30 May 2018

Closing date: 13 June 2018

Background

The UNESCO Liaison Office in Brussels is looking for a consultant for a period of six months to ensure follow-up of ongoing cooperation with the EU institutions, notably with the Committee of Culture and Education of the European Parliament, the Directorate General for Education and Culture (DG EAC), the Directorate General for International Cooperation and Development (DG DEVCO), and the Secretariat of the ACP Group of States.

Terms of reference

Under the supervision of the Director of the UNESCO Liaison Office in Brussels and in constant cooperation with the Culture Sector and other relevant services at HQ and in the field, the Consultant will provide support to the Brussels Liaison Office to reinforce UNESCO's cooperation with the European Union institutions in the field of culture.

In particular, the Consultant will perform the following duties:

- Assist the Liaison Office to follow up the implementation actions of the broad EU Strategy on Cultural Diplomacy, including the EC Joint Communication on international cultural relations, with all related actors (EEAS /DG EAC /DG DEVCO /European Parliament/ Council of the EU).
- Assist the Director in identifying cooperation and partnership opportunities with the EU in the field of culture and development, with particular attention to issues of sustainability, livelihood and reconciliation. Assist in the follow-up of ongoing partnership negotiations with the EU, and provide HQ and field offices with relevant back up.
- Assist the Liaison Office in outreach and advocacy activities in the field of culture as a vector of development with EU institutions, and ensure UNESCO's participation in High-Level conferences and meetings, such as the activities related to the European Year for Cultural Heritage.
- Perform other related duties, as assigned by the Director of the Liaison Office, in cooperation with the Culture Sector.

Required qualifications

- Advanced University degree in international relations, political science, communication, development and/or related fields.
- At least 7 years of professional working experience in the UN system, or in international development cooperation.
- Good understanding of the UN system, UNESCO, and the European Union.
- Strong expertise in the field of culture and knowledge of the cultural programmes and activities of UNESCO, in particular in the fields of cultural industries, culture and conflict, and culture for development.
- Working experience and knowledge of the European programmes for cultural cooperation.
- Knowledge of the activities and programmes of the Secretariat of the ACP Group of States in the field of cultural cooperation.
- Excellent knowledge of English or French and good knowledge of the other language.

UNESCO invites qualified persons to submit their applications in English, including:

- Letter expressing interest with a clear indication of how the candidate meets the required educational background, experience and skills;
- Curriculum vitae of the candidate;
- A written proposal consisting of an approach and methodology for the assignment and a work plan (maximum 2 pages);
- The amount to be charged for the assignment, which should be quoted in US dollars.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the proposals for the assignment, attention will focus first and foremost on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organisation best value for money.

Applications should be submitted no later than 13 June 2018 (Midnight Brussels time) to brussels@unesco.org