



## Terms of Reference

### IOC

Post title : **Consultant Historian**

Organizational unit: **UNESCO Intergovernmental Oceanographic Commission (IOC)**

Primary location: **Paris HQ**

Recruitment open to: **External candidates**

Type of contract: **Service Contract (Consultant)**

Deadline: **31 May 2018**

#### Background and Main Responsibilities

In 2020 the Intergovernmental Oceanographic Commission of UNESCO will celebrate its 60<sup>th</sup> anniversary. We seek a historian to assemble material on the formation and historic development of IOC with a view to possibly prepare a book on IOC's corporate history.

#### Deliverables

The incumbent will specifically:

- Propose a plan of work
- Research and develop an inventory of source material about the formation and development of IOC. The research is expected to draw from IOC and UNESCO archives, a set of national IOC/UNESCO archives (with possible archive visits) and scholarly literature on the history of ocean science.
- Develop a concept note for a potential book project that can be used to seek ExB support for eventual and subsequent phases of project.

#### Required qualifications

Advanced university degree (master level or higher) in history.

Diploma in archival/information sciences, or at least three years of professional experience as an archivist.

**Skills and competences:**

- Knowledge of archives of international organizations
- Knowledge of UNESCO and the UN system
- Knowledge of UNESCO's history
- Demonstrated ability to write and communicate on historical topics
  
- Excellent research, analytical and problem solving ability, including taking part in the resolution of issues and in the application of good judgement
  
- Very good inter-personal skills and ability to maintain effective partnerships and working relations within a multi-cultural and potentially politically-charged environment
- Ability to plan own work
- Languages: Very good knowledge of spoken and written English. Knowledge of other UNESCO official languages would be an asset.

**Duration:**

The work of the Consultancy is expected to last a maximum of 6 months. The appointment is non-career and does not carry any expectancy of renewal or conversion to another contract.

**Taxes**

UNESCO will not reimburse any taxes, duties or other contributions for which individuals may be liable in respect of any payments made to them under the terms of their contract.

**Insurance**

Individuals issued with a contract for individual consultants or other specialists are covered by UNESCO's insurance policy for work-related illness, injury, accidents or death whilst performing their official duties or travelling on behalf of the Organization. The insurance premium for the coverage, as determined by Pension and Insurance Section (HRM/SPI), must be included in the financial commitment for the contract.

**Social Benefits**

Individual consultants and other specialists shall be responsible for arranging, at their own expense, any medical insurance that they consider necessary during the contract period. Unless they are affiliated by virtue of their status as former staff members, they cannot be enrolled in the UNESCO's Medical Benefit Fund or United Nations Joint Staff Pension Fund. Individual consultants and other specialists are not entitled to paid annual or sick leave.

Please note that UNESCO is a non-smoking Organization.

### **How to apply?**

Please submit a full CV (using the UNESCO template <https://en.unesco.org/careers/media/3705>), a motivation letter and a costed proposal for implementing the activities related to the main responsibilities described in this call, to : Ms Xenia Yvinec ([k.yvinec@unesco.org](mailto:k.yvinec@unesco.org)) **by 31 May 2018 COB (Paris time)**.