



**- CONSULTANT VACANCY -**

**IOC/OSS Section**

Post title : **Consultant for Ocean Acidification related Project Implementation**

Grade: **Middle**

Organizational unit : **Secretariat of UNESCO's Intergovernmental Oceanographic Commission (IOC), Ocean Sciences Section**

Primary location: **IOC Headquarters (Paris, France)**

Recruitment open to: **External candidates**

Type of contract: **Consultant**

Monthly salary: **4,000 USD approx.**

Deadline: **28 February 2018**

**Main responsibilities**

Under the overall authority of the Executive Secretary of the Intergovernmental Oceanographic Commission (IOC) and under the particular supervision of the Head of the Ocean Science Section, the incumbent will be responsible for the following duties:

- i. Ensure effective communication among members of the Global Ocean Acidification Observing Network (GOA-ON) Executive Council, including the organization of workshops, meetings, telephone conferences and the facilitation of email exchange;
- ii. Coordinate and deliver IOC's and GOA-ON's contribution to relevant ocean acidification UN processes, in particular compilation of relevant information for the reports on progress made to achieve Sustainable Development Goal (SDG) target 14.3, support the IOC secretariat and GOA-ON in developing the SDG indicator 14.3.1 (IOC is the custodian agency for indicator 14.3.1);
- iii. Develop ocean acidification information products and contents of training modules with respect to the SDG target 14.3, in strong collaboration with the IAEA Ocean Acidification International Coordination Centre and GOA-ON at large;

- iv. Support GOA-ON and IOC with respect to the Community of Ocean Action on Ocean Acidification, the organization and implementation of capacity building activities, the development of technical protocols, reporting requirements, best practices, and their publication via the IOC website, in consultation with the IOC web officer, as well as to regional ocean acidification networks;
- v. Assist the Head of the Ocean Sciences Section with other IOC activities related to Ocean Acidification, as required;
- vi. Produce the deliverables related to the tasks (i) to (v) above (including documentation for meetings, minutes of teleconferences, written technical notes and reports, contents of training modules, and information products) in a timely and effective fashion.

### **Required qualifications**

#### Education:

Advanced University degree in physics, chemistry, biology, oceanography or environmental science.

#### Work experience:

Minimum of 3 years of practical experience in oceanography or in the field of marine science and at least 2 years of experience working in or with international organizations.

#### Skills and competences:

- Good knowledge of existing international and regional activities, projects and programmes on ocean acidification and climate change.
- Proven experience in planning, implementation and evaluation of projects/programmes.
- Ability to work effectively within a multi-cultural environment and to work effectively in team environment to achieve organizational goals with minimum supervision.
- Ability to perform effectively with changing and multiple priorities.
- Excellent computer skills; practical experience in Excel, Word, Power Point, Internet, GIS and email.
- Ability to prepare briefings and reports and to communicate technical information to a broad audience, including institutional stakeholders

### **Languages**

Excellent knowledge of spoken and written English.

### **Desirable qualifications**

#### Education:

Training in the field of IT/project management/international legislation.

#### Skills and competences:

- Computer programming, database management systems, and/or web development would be an advantage.
- Quality control of scientific documents for scientific, policy and general public audience.
- Familiarity with UNESCO administrative procedures is desirable.

Language:

Knowledge of other official UNESCO languages (Arabic, Chinese, French, Russian and/or Spanish).

**Duration**

The Consultant is appointed for 11 months (including a probationary period of 2 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, three references and a work plan for the activities related to the main responsibilities described in this call, to: Mr. Salvatore Aricò (s.arico@unesco.org) by 28 February 2018 (23.59h, Central European Time).