OVERVIEW OF THE FUNCTIONS OF THE POST

Under the overall authority and the direct supervision of the Director of UNESCO Office in Rabat, the incumbent will be responsible for the development, planning, implementation and management of activities and projects under the Education portfolio of the Office in the countries covered within the Cluster (Morocco, Algeria, Libya, Mauritania, Tunisia), applying a transversal approach. The incumbent will be expected to perform the following essential tasks:

- Promote UNESCO’s Education Programme within the Maghreb Region through the coordination and monitoring of activities and projects aimed at identifying the strategic issues, priorities, opportunities and risks of Member States, so as to effectively integrate them into Organizational work plan objectives.
- Conceptualize, develop and implement activities and projects that give particular consideration, within the context of the Maghreb Region, to the precepts of key policy drivers of the 2030 Global Agenda for Sustainable Development.
- Provide technical support and expert advice to related Government Ministries and other key development stakeholders, including National Commissions, in order to support policy formulation, project implementation and the strengthening of national institutions.
- Collaborate and build strategic partnerships and professional networks internally and with external actors in order to bolster implementation and monitoring efforts, as well as to benefit from the pooling of resources and other operational synergies.
- Participate in joint UN programming activities related to education and ensure UNESCO’s contribution and, where required, in UN Country Team(s) (UNCT), UN Development Assistance Framework (UNDAF) within the context of UN reform.
- Locate and mobilize resources to support the Education strategy and planning through the preparation of concept notes, project proposals and cooperation frameworks with donor agencies and Member States.

QUALIFICATIONS REQUIRED

Education

- Advanced university degree (Master’s or equivalent) in the field of education or related field.

Work experience

- A minimum of 7 years of progressively responsible, relevant work experience in one or several subject areas of education, with a mix of experience at the HQ and field levels.
- Work experience and demonstrated expertise in the planning, development, implementation, management and evaluation of educational programmes/projects.
- Experience in fund raising and resource mobilization.
Technical knowledge
- Knowledge in the education environment and the context of the Maghreb region. Excellent coordination and interpersonal skills.
- Excellent written and oral communication skills, including the ability to prepare, present and discuss findings and recommendations clearly and concisely.
- Ability to maintain effective working relationships in a multicultural environment.

Functional/job related competencies/skills
- Analytical skills and ability to collect, synthesize and analyze information from various sources.
- Proven ability to identify emerging educational trends and needs especially in ICT and higher education, and to fundraise for it.
- Demonstrated ability to plan strategically, and to translate strategy into priorities and action.
- Ability to coordinate, negotiate and deal with partners and networks in private and public sectors.

Languages
- Excellent knowledge of English or French and good working knowledge of the other language.
- Knowledge of Arabic is an asset.

ASSESSMENT
Candidates will be asked to submit, in writing:
- An up-to-date curriculum vitae;
- A statement indicating how their qualifications and experience make them suitable for the assignment;
- An indication of the approach he/she would adopt to carry out the assignment, including any inputs that may be required from UNESCO.

Only short-listed candidates will be contacted.

HOW TO APPLY
Please submit a full CV a motivation letter and a proposal for implementing the activities related to the main responsibilities described in this call to rabat@unesco.org

BENEFITS AND ENTITLEMENTS
The contract will have a duration of six months (renewable). The appointment is non-career and does not carry any expectancy of renewal or conversion to another contract. UNESCO’s shall only pay consultancy fees, travel costs in case of missions and general insurance. Medical health care is not provided.

UNESCO applies a zero tolerance policy against all forms of harassment
UNESCO is committed to promoting geographical distribution (last update) and gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States. Persons with disabilities are also encouraged to apply.
UNESCO does not charge a fee at any stage of the recruitment process.