



United Nations Educational, Scientific and Cultural Organization

Director (D-2) International Institute for Educational Planning (IIEP) Paris, France

The International Institute for Educational Planning (IIEP) is an integral part of UNESCO and benefits from statutory institutional autonomy as well as guidance from its Governing Board. IIEP promotes an integrated approach to capacity development, including training, in-country support, and research on educational planning, policy and management in relation to economic and social development. IIEP's primary beneficiaries are senior civil servants, educational planners and managers, and experts attached to institutions responsible for the promotion of social and economic development. The Institute also promotes research into new concepts and methods of educational policy analysis, planning and management, disseminates, by various means, existing knowledge and experience gained in this domain. The responsibilities of the Director are the following:

Main responsibilities

Under the authority of the Director-General of UNESCO and the overall supervision of the Assistant Director-General for Education, the Director of IIEP provides intellectual leadership and strategic vision to the Institute's staff. He/she proposes to the IIEP's Governing Board for its approval, a draft six-year Medium-Term Plan as well as an annual draft programme and budget. In close cooperation with the appropriate units of the Secretariat at Headquarters and in the field, he/she ensures that the IIEP fully contributes to the achievement of UNESCO's objectives. Guided by the general policies set up by the Governing Board for the IIEP's programme and budget, and under the authority of and within the powers delegated by the Director-

General of UNESCO, the incumbent is responsible for administering the Institute and for planning, executing and reporting on its programme.

His/her responsibilities also include human resource planning, recruitment, and performance management in order to develop motivated and effective teams with appropriate competencies to achieve IIEP's objectives; resource mobilization; and acting as the external advocate for IIEP, liaising with financial partners, ministries of education, and with IIEP's other stakeholders.

Qualifications and experience

- Advanced university degree, preferably at Doctorate level, in Education or Social Sciences;
- At least 15 years of relevant experience, at senior level, of programmes design, management, and implementation in the field of education, and thorough knowledge of developing countries' education systems;
- Demonstrated leadership skills, including ability to direct change processes at the management level, and familiarity with the administration of an institution accountable to multiple bodies and authorities;
- Demonstrated ability to mobilize resources in an entrepreneurial spirit, and in support of institutional development;

- Demonstrated interpersonal skills and ability to lead and motivate staff at all levels;
- Extensive and high-level relevant experience in the organization and conduct of training programmes in the field of educational development, educational policy analysis, planning and management;
- Confirmed research ability to identify emerging educational needs to which an international research and training programme could make a substantial contribution, as well as exploring new avenues and patterns of action;
- Excellent command of written and spoken English or French and good knowledge of the other language. Knowledge of other official UNESCO languages would be an advantage.

Competencies

The successful candidate should be able to demonstrate the following competencies:

- Proven leadership and managerial skills in a multicultural environment;

- Ability to translate strategy into priorities and action, and effectively plan, mobilize and manage resources to deliver results;
- Ability to communicate effectively and persuasively, both orally and in writing.

Terms and conditions

The post is at grade D-2 common to the United Nations system, with a salary composed of base salary and post adjustment, which, at the present dollar exchange rate, totals approximately US \$179,013 (with dependants) or US \$164,456 (without dependants) per annum, exempt from taxation. In addition, UNESCO offers an attractive

benefits package, including 30 days annual vacation, home travel, education grant for dependent children, pension plan and medical insurance.

Please note that UNESCO is a non-smoking Organization.

How to apply

Candidates wishing to apply for this post should do so through the following website: <http://www.unesco.org/employment>

Candidates without easy access to the Internet may, exceptionally, apply by mail, by sending a full curriculum vitae in English or French, preferably on the official UNESCO curriculum vitae form, showing their nationality, date of birth and gender, to:

Chief, Recruitment and Classification Section, Bureau of Human Resources Management, UNESCO, 7 Place de Fontenay, 75352 Paris 07 SP, France.

An Assessment Centre may be used in the recruitment process of this post.

Applications should reach UNESCO before **10 April 2010**. Please quote post number "IEP-801".

THERE IS NO APPLICATION, PROCESSING OR OTHER FEE AT THIS OR AT ANY STAGE OF THE PROCESS.

UNESCO is committed to gender equality in its programming and to gender parity within the Secretariat.

Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States.