

United Nations

*Job Description for Position requiring official secondment
from national governments of Member States of the United Nations Organization*

Post title and level	Planning Officer, P-4
Organizational Unit	United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA)
Duty Station	Bangui
Reporting to	Police Commissioner
Duration	12 Months (extendible)
Deadline for applications	30 November 2020
Job Opening number	2020-MINUSCA-89692-DPO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

RESPONSIBILITIES:

Under the guidance and supervision of the Police Commissioner, the incumbent will be responsible for:

- Developing strategic plans and policies for the MINUSCA Police component.
- Coordinating with the other components of the Mission and consolidating UN Police plans within the comprehensive Mission implementation plan (IMPLAN).
- Formulating MINUSCA IMPLAN based on the developed Concept of Operations (CONOPS) and in close coordination with other components of the Mission.
- In consultation with the other UN Police staff, develop comprehensive plan for expansion and other local police enhancement/development activities.
- Developing MINUSCA Police component performance benchmarks and follow-up on their achievements on regular basis.
- Coordinating with local counterparts and other UN agencies and participate in all joint planning activities in the Mission.
- Preparing draw-down and transition/exit plans for the MINUSCA Police component in coordination with the military and other Mission Components.
- Synchronizing planning and budgeting system in coordination with the Police Division/DPO.
- Contributing to the implementation of the Comprehensive Performance System (CPAS) within Police Component in close coordination of Mission Strategic Planning Unit.
- Production and timely submission of reports relating to the MINUSCA Police Component mandate IMPLAN implementation.
- Developing mission SOPs, Policies, Procedures and Guidelines in close coordination and consultation with Police Division/DPO.
- Assisting the local police counterparts in the development of their strategic police development plans.
- Performing additional planning duties as may be directed by the MINUSCA Police Commissioner.

COMPETENCIES:

Professionalism: Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving

results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement. Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular. Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed. Ability to communicate effectively with a wide range of international and national agencies and partners, as well as with the people of different national and cultural backgrounds.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

QUALIFICATIONS:

Education: Advanced University Degree (Master's or equivalent) in Law enforcement, Criminal Justice, Public Administration, Human Resources Management, Social Sciences, Development Studies (particularly in law enforcement), Change Management or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement, including planning and administration may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Work Experience: A minimum of 7 years (9 years in absence of advanced degree) of relevant progressive responsible experience in law enforcement in a national or international law enforcement agency at the strategic, operational, and managerial level. Extensive practical experience in police administration, organizational and resource management, strategic planning and policy development.

Rank: Rank required for a P-4 is Superintendent, Lieutenant-Colonel, or other service equivalent or above.

Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written French and in English is required.

Preference will be given to equally qualified women candidates.

Date of Issuance: 26 September 2020

In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

<http://www.un.org/en/peacekeeping/sites/police>