New York, NY, USA

VACANCY ANNOUNCEMENT

WordPress Web Developer (part-time) Consultancy Contract (CTC)

Organisational Unit: United Nations University – Centre for Policy Research
Reference Number: 2020/UNU/CPR/CTC/WD/05
Applications to: webdevelop@unu.edu
Closing date: 10 February 2020

About UN University (UNU)

For the past four decades, UNU has been a go-to think tank for impartial research on the pressing global problems of human survival, conflict prevention, development, and welfare. With more than 400 researchers in 13 countries, UNU’s work spans the full breadth of the 17 Sustainable Development Goals, generating policy-relevant knowledge to effect positive global change. UNU maintains more than 200 collaborations with UN agencies and leading universities and research institutions across the globe.

About United Nation University Centre for Policy Research (UNU-CPR)

United Nation University Centre for Policy Research in New York is an independent think tank within the United Nations system. We combine research excellence with deep knowledge of the multilateral system to generate innovative solutions to current and future global public policy challenges. For more information on UNU-CPR and its work, please visit http://cpr.unu.edu.

For the last four years, UN University has worked on a variety of policy issues around the fight against modern slavery, notably data with the creation of Delta 8.7, the Alliance 8.7 Knowledge Platform; international law and international criminal justice; and the financial sector with the creation of the Liechtenstein Initiative for a Financial Sector Commission on Modern Slavery and Human Trafficking. UN University’s thought leadership in this field has led it to become a centre of excellence for policy-relevant research questions related to anti-slavery and anti-trafficking efforts.
Position Overview

The Web Developer will support the United Nations University Centre for Policy Research (UNU-CPR) part-time (50% FTE), reporting to the Programme Manager for Modern Slavery and the Communications Manager. The experienced WordPress developer will develop UNU-CPR’s websites related to the modern slavery programme – www.delta87.org and www.fastinitiative.org – and support work on http://cpr.unu.edu.

Responsibilities

Under the supervision of the Programme Manager for Modern Slavery and the Communications Manager, the WordPress Web Developer will:

- **Web development**
  - Provide ongoing support and maintenance of UNU-CPR’s existing modern slavery websites, suggesting and implementing redevelopments as necessary to meet project aims;
  - Design and develop an additional website in accordance with UNU-CPR visual and editorial guidelines;
  - Consider additional functionality across all UNU-CPR websites to fully showcase UNU-CPR research and data;
  - Provide strategic guidance on website development options, including redesign and deployment;
  - Provide training to other UNU-CPR staff on content management.

Required Qualifications and Experience

- A graduate qualification (bachelor’s degree) in a related field and 3-5 years of related work experience;
- Expertise in WordPress development, including plugin development, and exceptional understanding of cross-browser compatibility, security, general web functions and related standards;
- Experience in data visualization and multimedia integration;
- Experience in planning and delivering software platforms used across multiple products and organizational units;
- Familiarity with CSS;
- Solid design background and experience with the Adobe suite;
- Experience with developing websites for research institutes or international organizations desirable;
- Full professional proficiency in English, knowledge of other language(s) desirable;
- Strong ability to establish priorities, multi-task and work within tight timelines;
- Ability to work independently and report work activities in a timely and proactive manner; and
- Solid interpersonal and problem-solving skills demonstrated by the ability to work in a multi-cultural environment with sensitivity and respect for diversity and gender parity.
UNU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities to apply and become part of the organization.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.

**Remuneration**

Remuneration will be commensurate with the qualifications and experience of the successful candidate.

**Duration of contract**

This is a six-month temporary consultancy.

This is a locally recruited consultancy, and only those who are eligible to work in the US are eligible to apply.

**Starting date**

March 2020

**Application Procedure**

Interested applicants should submit their applications by e-mail to webdevelop@unu.edu by **10 February 2020** and include the following:

1. A completed and signed **UNU Personal History (P.11)** downloadable from the UNU website at [http://unu.edu/about/hr](http://unu.edu/about/hr). Please avoid using similar forms provided by other United Nations organizations;
2. A cover letter setting out how the qualifications and experience match the requirements of the position and the specific contributions you can make to the UNU. Please include the vacancy announcement reference number: 2020/UNU/CPR/CTC/WD/05
3. A curriculum vitae;
4. Full contact information of three (3) referees.