



**UNITED NATIONS
UNIVERSITY**

INTERNATIONAL RECRUITMENT

Kuala Lumpur, Malaysia

VACANCY ANNOUNCEMENT

Consultant (CTC)

Organizational Unit	:	United Nations University – International Institute for Global Health (UNU-IIGH)
Reference Number	:	2020/UNU/IIGH/CTC/C/17
Applications to	:	iighrecruit@unu.edu
Closing Date	:	Open until position is filled

About UN University

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 SDGs, 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. For more information, please visit <http://unu.edu>.

United Nations University – International Institute for Global Health (UNU-IIGH)

UNU-IIGH is one of 14 research and training centres that comprise the think tanks in the UNU system. UNU-IIGH was established in 2005 with the mission to advance evidence-based policy on key issues related to sustainable development and global health. As a member of the UN family, UNU-IIGH brings an interdisciplinary and intersectoral approach to problem-solving. Given the critical role of gender in the achievement of the Sustainable Development Goal for health, and the fact that progress has remained extremely limited despite bold commitments, UNU-IIGH is focusing its efforts and resources for generating policy-relevant analysis on gender and health. The aim is to support the work of UN agencies, UN programmes and Member states towards the achievement of the Sustainable Development Goals.

Consultancies at UNU IIGH

UNU-IIGH is seeking to build a roster of local and international consultants from which IIGH can swiftly select and meet expertise requirements through a faster contracting process. Consultants would be contracted to meet specific needs, supporting IIGH's work across our three strategic pillars: translation of evidence to policy; generation of policy relevant research; and strengthening local capacity for decision making.

Areas of expertise:

- Gender and health research and policy analysis
- Health economics and health financing research
- Systematic reviews
- Health systems research
- Implementation research
- Health, equity, and human rights
- Policy analysis and translation
- Development and delivery of training resources
- Communications
- Facilitators
- Rapporteurs and report writing
- Graphic design

Required Qualifications and Experience:

Education:

- Bachelor or Master's degree in communications, graphic design, or equivalent field.
or
- Postgraduate degree in public health or related health field, international relations, development studies, or equivalent field

Experience:

- Experience in policy-relevant research and policy analysis
- Understanding of key global health issues desirable
- Outstanding command of English language writing and editing for academic and non-academic target audiences. Knowledge of other official UN languages would be an asset.
- Strong ability to establish priorities, multitask, and work within tight timelines
- Ability to work under minimal supervision and with a high level of resilience
- Excellent team player with strong communication and interpersonal skills, as well as an ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity
- Experience in the usage of computers and office software packages (MS Word, Excel, etc)

Selection process:

Individual consultants will be evaluated according to the following:

Stage 1: Establishing a Roster:

- All applicants will be screened against the minimum requirements specified above for inclusion on a long list.
- Long-listed applicants will be evaluated through a desk review and/or interview against the following criteria based on evidence in the submitted application:
 - Academic qualifications
 - Relevant professional experience
 - Demonstrated competencies

Successful candidates will be included in the UNU-IIGH Experts Roster for a period of 2 years, in one three bands:

- **Band 1, Specialist/Implementation Support:** Master's degree in relevant field with minimum 3 years of relevant work experience, or Bachelor's Degree in relevant field with minimum 5 years of relevant work experience;
- **Band 2, Technical Expert:** PhD in a relevant field with a minimum of 3 years relevant experience, or Master's Degree in relevant field with minimum 7 years of relevant work experience. International experience desirable.
- **Band 3, Senior Advisory:** PhD in a relevant field with a minimum of 7 years relevant experience, or Master's Degree in relevant field with minimum 12 years of relevant work experience. International experience required.

Inclusion in the roster does not guarantee a contract with UNU-IIGH.

Stage 2: Contracting:

When a request for services arises, the HR administrator shall contact relevant individual(s) with the Terms of Reference, location and dates of the assignment seeking confirmation of availability, as well as other costs such as travel costs and subsistence allowance, as appropriate.

The daily fee quoted by the individual during this application process shall remain as the ceiling fee and cannot be increased upwards for any offered individual assignment(s).

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.

Terms – duration and remuneration:

General conditions of contracts for the service of Consultants apply. Consultants will not hold international civil service status nor be a 'staff member' as defined in the UN Staff Rules and Regulations. The services of a consultant shall be limited to twenty-four months of accrued service within a period of thirty-six calendar months.

Remuneration will be commensurate with experience and based on a daily rate to be submitted as part of the application procedure. This contract carries no entitlement to paid annual leave nor sick leave.

Application procedure:

Interested consultants should submit their applications to iighrecruit@unu.edu with the subject line [insert reference number] and must include the following:

- **A cover letter**, clearly indicating area(s) of expertise, description of previous relevant experience, and daily professional fee in USD.
- **Personal CV**
- A completed and signed **UNU Personal History (P.11)** form downloadable from [UNU website](#). Please avoid using similar forms provided by other United Nations organizations
- Please include your surname in the file names of any attachments.