LOCAL RECRUITMENT
(Tokyo, Japan)

VACANCY ANNOUNCEMENT

Research Fellow
Strategic Management Office/Global Environment Outreach Centre/Post Graduate Degree Programme
(Personnel Service Agreement – PSA)

Organizational Unit : United Nations University Institute for the Advanced Study of Sustainability (UNU-IAS)

Reference Number : 2020/UNU/IAS/PSA/RF/97

Closing Date : 10 January 2021

United Nations University Objectives:
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.

United Nations University Institute for the Advanced Study of Sustainability (UNU-IAS):
UNU-IAS is a UNU institute based at UNU Headquarters in Tokyo. The mission of UNU-IAS is to serve the international community through policy relevant research and capacity development focused on sustainability, including its social, economic and environmental dimensions. UNU-IAS builds on a strong tradition of UNU research and capacity development in Japan, undertaken in collaboration with a global network of professionals and scholars, particularly in Africa and Asia. For more information please visit http://ias.unu.edu.

Strategic Programme / Strategy and Management Office
Strategic Programme is a new flagship programme implemented by the Strategy and Management Office (SMO) in collaboration with Units of Thematic Programmes of the Institute under its Strategic Period 2020-2024. The Strategic Programme develops UNU-IAS-wide Results, Monitoring and Evaluation Framework, and implements a research project on the monitoring and evaluation of multiple benefits related to SDGs delivered from implementation of major environmental actions.
The Strategic Programme also implements selected projects focusing on highlighted global agendas such as green recovery in response to COVID-19 crisis.

**Global Environment Outreach Centre (GEOC):**
The Global Environment Outreach Centre (GEOC) was jointly established by the Ministry of Environment of Japan and UNU; its mission is to foster partnership between various stakeholders, such as international agencies, national governments, local governments, companies, nonprofit organizations and citizens, to create a sustainable society. GEOC's main activities include: (i) international partnership building, (ii) partnership building in Japan, and (iii) information sharing and communication.

**Postgraduate Degree Programme (PDT):**
Through postgraduate education UNU-IAS develops international leaders with the interdisciplinary understanding and technical skills needed to advance creative solutions to problems of sustainability. The institute offers master’s and doctoral degree programmes, and innovative short courses, in close collaboration with leading universities in Japan and other countries.

**Responsibilities:**
Under the general supervision of the UNU-IAS Director and the direct supervision of Programme Manager of the Strategic Programme and Director of GEOC, the contractor shall:

- implement research activities in the areas related to Strategic Programme and GEOC including the followings:
  - conduct quantitative and qualitative assessment on multiple co-benefits for SDGs that are delivered by implementation of environmental projects such as climate change mitigation and adaptation, conservation of biodiversity, and waste management and circular economy
  - design the policy framework to monitor and evaluate impacts on SDGs delivered by implementation of projects
  - assess good practices on strategically important topics such as governance on the SDGs, green recovery, decarbonization and digital transformation, which are conducted by various stakeholders in the world
- publish academic products including articles and policy briefs and relevant knowledge management materials related to the above activities
- organize events to outreach the knowledge related to the above activities nationally and internationally in collaboration with GEOC.
- assist in developing a results, monitoring and evaluation framework for UNU-IAS activities that includes relevant key performance indicators, in coordination with other programmes in the UNU-IAS as well as UNU-IAS partners
- assist in organizing and participating in key high-level events by providing talking points for the management of the UNU-IAS
- serve as a faculty member of the UNU-IAS postgraduate degree programme by providing lectures and other necessary activities related to the research topics mentioned above
- perform other duties requested by Programme Manager of the Strategic Programme and Director of GEOC.

**Required Qualifications and Experience:**
• Ph.D. either in Business Administration, or in Environmental Studies or equivalent field of study
• Skills and knowledge to compile and synthesize data and conduct statistical analysis
• Knowledge of environmental management and business issues
• Experience in demonstrated ability to communicate and outreach knowledge on research into policy and framework development among the stakeholders
• Experience working in the UN or other international development organization is an advantage
• Excellent analytical skills as well as demonstrated ability to multi-task and to manage own workload and schedule to deliver timely results
• Excellent oral and written skills; excellent drafting, formulation, reporting skills;
• Good team player with strong interpersonal skills demonstrated by the ability to work in a multicultural, multi-ethnic environment with sensitivity and respect for diversity
• Fluency in English is essential
• Working knowledge of other UN official languages is an advantage
• Proficiency in MS Office Applications (MS Word, Excel, PowerPoint, and Outlook). Experience in using a statistical software such as SPSS is advantageous

Remuneration
Remuneration will commensurate with qualification and experience, and will range from JPY 539,167 to 635,917 per month. There are no other fringe benefits.

Duration of Contract:
This is a full-time employment on a Personnel Service Agreement (PSA) with UNU-IAS. Initial appointment will be for one (1) year, with the possibility of renewal subject to satisfactory work performance, with the combined duration of appointments not exceeding six (6) years.

This is a locally recruited post; no relocation expenses or allowances apply. The successful candidate will be employed under a local contract and will not hold international civil servant status nor be a “staff member” as defined in the United Nations Staff Rules and Regulations. UNU does not sponsor a working visa for this position.

Applications from suitably qualified women candidates are particularly encouraged.

Starting Date: As soon as possible

Application Procedure:
Interested applicants should submit their application and all required documents listed below online through Impactpool:
• A cover letter setting out how your qualifications and experience match the requirements of the position
• A curriculum vitae
• An indication of the reference number of the vacancy announcement (2020/UNU/IAS/PSA/RF/97). Please note that applications received after the closing date will not be considered