



UNITED NATIONS
UNIVERSITY

LOCAL RECRUITMENT - TOKYO, JAPAN

VACANCY ANNOUNCEMENT

RESEARCH ASSOCIATE (PERSONNEL SERVICE AGREEMENT - PSA)

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

Reference Number : 2016/UNU/IAS/PSA/RA/67

Applications to : ***By Post:***
UNU-IAS Director
United Nations University, Headquarters 53-70, Jingumae 5-chome, Shibuya-ku Tokyo 150-8925, Japan.

By Fax: +81 3 3499-2828

By Email: gsdpsa@unu.edu

Closing Date : 31 August 2016

United Nations University Objectives:

The UNU is an international community of scholars engaged in research, postgraduate training and the dissemination of knowledge in furtherance of the purposes and principles of the United Nations, its Peoples and Member States. The University functions as a think tank for the United Nations system, contributes to capacity building, particularly in developing countries, and serves as a platform for new and innovative ideas and dialogue. For more information, please visit <http://unu.edu>.

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

UNU-IAS is a new UNU institute, created in January 2014 through the consolidation of the former UNU Institute of Advanced Studies, Yokohama, and the UNU Institute for Sustainability and Peace (UNU-ISP), Tokyo. It is 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>

Governance for Sustainable Development (GSD) project

GSD is one of several UNU-IAS projects focusing on sustainable development governance. The project aims to contribute to global and sub-global discussions on implementation and follow-up of the Sustainable Development Goals (SDGs) in the short term, and to propose policies and frameworks for a long-term transformation in human behavior towards a sustainable society. The research undertaken aims to examine the major challenges in the field of sustainable development and 2030 Agenda for Sustainable Development, and fundamental questions on how to achieve sustainability in the twenty-first century. Particular focus will be on the Goal 12 on sustainable consumption and production.

Part of the project is funded by the Ministry of the Environment, Japan, as part of the S-16 project of its Environmental Research and Technology Development Fund.

Responsibilities:

Under the overall supervision of the UNU-IAS Director and direct supervision of the head of UNU-IAS GSD Project, the Research Associate will perform the following duties:

- Conduct research activities of the GSD Project, especially related to the 2030 Agenda for Sustainable Development and the SDGs. As the project is highly policy-oriented, the Research Associate is expected to work on policy-relevant project activities, including organization of events and meetings, editing, writing of policy outcomes;
- Assist in management of the sub-theme of the S-16 project led by the UNU-IAS, including budgeting, reporting, outreach and day-to-day administrative matters;
- Assist and support the head of the project on matters related to management and making strategy of the project;
- Under the leadership of the head of the project, manage administrative responsibilities of the project, such as supervising day-to-day operation of the project activities;
- Initiate and assist in fund-raising activities of the project;
- Assist the project in establishing links with other academic institutions and scholars in Japan and abroad;
- Contribute to the UNU-IAS Degree Programme through providing lectures and supervising students upon request; and
- Perform any other duties as required by the head of the project or the Director.

Required Qualifications and Experience:

- A PhD degree (no ABDs) in the area of Political Science, Law, Environment, Development, Engineering, Social sciences, or a related discipline;
- Sound record of or potential for publication of the above mentioned research areas with focus on policy and practice;
- Demonstrated ability to coordinate and conduct policy-relevant research on governance for sustainable development in a multi-disciplinary approach;
- Experience in management of research programmes is an asset;
- Teaching experience is desirable;
- Fluency in both oral and written English is required. Knowledge of Japanese and other United Nations official languages is an asset; and
- 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.

Remuneration:

Remuneration will commensurate with qualification and experience, and will range from JPY 370,000 to 420,000 per month. There are no other fringe benefits.

Duration of Contract:

This is 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. The combined duration of appointments shall not exceed six (6) years.

This is a locally recruited post. 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.

Starting Date: 1 October 2016 (negotiable)

Application Procedure:

Interested applicants should submit their applications, preferably by email (gsdpsa@unu.edu) and must include the following:

- A cover letter setting out how the qualifications and experience match the requirements of the position;
- A curriculum vitae and a completed and signed [UNU Personal History \(P.11\)](#) form; please avoid using similar forms provided by other United Nations organizations; and
- An indication of the reference number of the vacancy announcement (2016/UNU/IAS/PSA/RA/67)

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8)