



UNITED NATIONS
UNIVERSITY

Bonn, Germany

VACANCY ANNOUNCEMENT

Research Associate (Personnel Service Agreement - PSA)

Organizational Unit : United Nations University - Vice-Rectorate in Europe (UNU-ViE), Sustainable Cycles (SCYCLE) Programme

Reference Number : 2017/UNU/ViE/SCYCLE/ PSA/RA/20

Applications to : hrbonn@vie.unu.edu

Closing Date : **25 April 2017**

United Nations University:

The United Nations University (UNU) is an international community of scholars, engaged in research, postgraduate teaching and capacity development and dissemination of knowledge in furthering the purposes and principles of the Charter of the United Nations. The mission of UNU is to contribute, through research and capacity building, to efforts to resolve the pressing global problems that are the concern of the United Nations and its Member States. For more information, please visit <http://unu.edu>.

The United Nations University Vice-Rectorate in Europe (UNU-ViE):

UNU-ViE concentrates on relationships between advancing science and technology for human security. In addition to its scientific core mandate, it administers the central units providing service to UNU entities in Bonn. The central administration units include Finance, Human Resources, Information Communication Technology, Communication Services, Procurement and General Administration. These units also assist with the administration of new UNU initiatives in Europe and Africa. For more information on the organization, please visit the following websites: <http://ehs.unu.edu/vice-rectorate>

SCYCLE Programme:

UNU ViE-SCYCLE has been launched on 1 January 2016 succeeding the former UNU-IAS Operating Unit SCYCLE. It is an independent Programme hosted by UNU-ViE in Bonn (Germany). SCYCLE envisions to enable societies to reduce the environmental load from production, use and the disposal of ubiquitous goods and especially electrical and electronic equipment to sustainable levels by means of independent and both comprehensive and practical research providing more thorough fact bases for policy development and decision making. Therefore SCYCLE activities are focused on the development of sustainable production, consumption and disposal patterns for electrical and electronic equipment, as well as other ubiquitous goods. SCYCLE leads the global e-waste discussion and advances sustainable e-waste management strategies based on life-cycle thinking.

<http://scycle.vie.unu.edu>

<http://www.ewastemonitor.info>

Responsibilities

Under overall authority of the Vice Rector in Europe, the direct supervision of the Head of UNU-ViE SCYCLE and the Associate Programme Officer, the Research Associate will provide support to the UNU-ViE SCYCLE's team with project assignments, including on the development of tools to counter the illegal management and trade of waste (DOTCOM Waste project) and on the development of an EU-based platform of international experts and stakeholders that will advance the idea of a World Forum on Raw Materials (FORAM project).

His/her tasks will include among others:

- Assistance in the development and testing of training materials and tools for enforcement authorities (police, customs, environmental authorities);
- Evaluation of training materials to improve and complement existing training materials;
- Assist in the organization of multidisciplinary training sessions and online webinars;
- Data gathering on global initiatives on raw materials;
- Coordination of multi-stakeholder project tasks;
- Analysis of social, technological, economic, environmental and political framework conditions for a global raw materials vision;
- Proofread project documents and other publications as required;
- Liaise with relevant stakeholders;
- Perform other duties as may be assigned by supervisor.

Required Qualifications and Experience:

- Masters degree in Criminology, Social Sciences, Environmental Sciences, Law or related discipline;
- At least three (3) years of experience in research and analysis in the environmental security field such as e.g. illegal trades of wastes, of which at least two (2) years in the international domain;
- Previous experience in information analysis and writing project deliverables;
- Experience in planning of work and pro/actively communicate to stakeholders;
- Result-oriented, self-motivated and “hands-on” with the ability to prioritize work and multitask;
- Able to work rather independent, but in a nice team environment;
- Interpersonal and communication skills to interact effectively with people of different national and cultural backgrounds.
- Fluency in in both oral and written English is required;
- General computer proficiency (Microsoft Word, Excel, Outlook, PowerPoint);

Remuneration & Duration of Contract:

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

The successful candidate shall work part-time under a Personal Service Agreement (PSA) for a fixed period of 12 months with the possibility of renewal. The combined duration of appointments under a PSA shall not exceed six (6) years.

This is a locally recruited post and no relocation allowances apply. The successful candidate will be employed under a local contract and will not hold international civil servant status nor is he/she a “staff member” as defined in the United Nations Staff Rules and Regulations.

Starting Date:

As soon as possible

Application Procedure:

Interested applicants should submit their applications by e-mail (to hrbonn@vie.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](#) downloadable from the [UNU website](#). Please avoid using similar forms provided by other United Nations organizations;
- An indication of the reference number of the vacancy announcement (2017/UNU/ViE/SCYCLE/PSA/RA/20).

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)