LOCAL RECRUITMENT
(Tokyo, Japan)

VACANCY ANNOUNCEMENT

Research Associate
(Consultant Contract - CTC)

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

Reference Number : 2017/UNU/IAS/CTC/RA/89

Applications to : lct.recruitment@unu.edu

Closing Date : 31 October 2017

United Nations University Objectives:
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.

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.

Low Carbon Technology Transfer project (LCT):
The Low Carbon Technology Transfer (LCT) project seeks to analyse the current situation of the cities of developing nations participated in the City-to-city cooperation programmes. It also analyzes international strategies of other active developed nations for promoting low-carbon technology with a view to learning effective strategies for their diffusion to developing countries (especially those in Asia) and building effective partnerships for doing so.
Responsibilities:
Under the direct guidance and supervision of the Project Director of the Low Carbon Technology Transfer (LCT) project and in close collaboration with UNU-IAS personnel, the contractor shall perform the following tasks:

- Conduct intensive and extensive research on LCT and produce substantial outputs as writing pieces, reports, research articles
- Provide logistic support for the LCT project including communications with experts and officials, taking minutes and producing meeting reports, and organizing LCT-related workshops and conferences
- Attend internal meetings on LCT at the UNU-IAS
- Attend external meetings and conferences on LCT both in Japan and outside of Japan. UNU-IAS may cover such cost separately and subject to prior approval by UNU-IAS
- Perform other duties required by the LCT Project Director

Required Qualifications and Experience:

- A PhD degree (no ABD) in the area of Political Science, Law, Economics, Environment, Development, Engineering, Social Sciences, or a related discipline
- Sound record of or potential for publication of the above-mentioned research areas with a focus on policy and practice
- at least two (2) years of work experience at academic or research institution(s) government institution, consultancy firm or other relevant organisation(s)
- Demonstrated ability to coordinate and conduct policy-relevant research on LCT for sustainable development in a multidisciplinary approach
- Experience in management of research programmes is an asset
- Fluency in both oral and written English is required; knowledge of Japanese and other United Nations official languages is an asset
- 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
- Excellent analytical skills as well as demonstrated ability to multi-task and to manage own workload and schedule to deliver timely results

Remuneration:
Remuneration will commensurate with qualification and experience of the successful candidate.
Duration of Contract:

The successful candidate shall work under a Consultant Contract (CTC) with UNU-IAS. The appointment will be until 23 March 2018. No consultant shall provide services for more than twenty-four (24) months in a thirty-six (36) month period.

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.

Starting Date: November 2017 (negotiable)

Application Procedure:

Interested applicants should submit their applications by email (to lct.recruitment@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
- an indication of the reference number of the vacancy announcement (2017/UNU/IAS/CTC/RA/89)

Please note that applications received after the closing date will not be considered.

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)