



**UNITED NATIONS  
UNIVERSITY**

**MACAU SPECIAL ADMINISTRATIVE REGION OF CHINA  
VACANCY ANNOUNCEMENT**

**Project Associate - Thailand based  
(Consultant Contract)**

- Organizational Unit** : United Nations University Institute on Computing and Society (UNU-CS)
- Reference Number** : 2018/UNU/CS/CTC/PA/16
- Applications to** : [apply\\_cs@unu.edu](mailto:apply_cs@unu.edu)
- Closing Date** : February 28, 2018

**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 - Computing and Society (UNU-CS)**

The United Nations University Institute on Computing and Society (UNU-CS) is a new research institute at the intersections of information and communication technologies and international development. Located in Macau SAR, China, UNU-CS focuses on the key challenges faced by developing societies through high-impact innovations in computing and communication technologies.

**UNU-CS's Mission Includes:**

- Leading in investigating and inventing human centered information and communication technologies that help addressing some of the global issues in the areas of sustainability, development, governance, peace and security, human rights, and human dignity.
- Impacting policymakers, within the UN system and beyond, through actionable knowledge and thought-leadership.
- Nurturing the next generation of interdisciplinary computer scientists, social scientists and designers in developing countries.
- Embracing the dynamism of the city of Macau and Pearl River Delta region while working globally.

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

## **Jobs Overview:**

UNU-CS seeks a Project Associate for the Humanity United funded project investigating the use of technology to support the identification of victims of human trafficking in Thailand. This position is part-time, work-from-remote, and the ideal candidate will serve as in-country contact point for the project, liaising between UNU, civil societies and government in Thailand. S/he is highly efficient and works well in a fast-paced and professional team environment, dealing effectively with the project's communication.

The right individual for this role will be a motivated and energetic Project Associate, who takes initiative, enjoys finding solutions to a varying number of challenges, is detail-oriented, and takes pride in his/her work. S/He must have a native-level proficiency in spoken and written Thai, be able to draft correctly and with ease, and also have a good command of English. Any other widely spoken South East Asian language would also be an asset. He or she must have some degree of experience in the anti-trafficking field and have a good understanding on monitoring and evaluation of projects. Contacts within government / NGOs are also very useful. The ability to work remotely with team members across UNU and to build strong links with international partners, NGOs, and, with government officials in Thailand, form important elements of this position. Crucial is the ability to represent and project the work of UNU-CS and Humanity United professionally. An excellent command of social media is also required.

## **Responsibilities**

Reporting to the Director of UNU-CS and under the supervision of the Migrant Tech Principal Investigator (PI), the incumbent will be responsible for the following duties:

- Serve as UNU-CS Migrant Tech Lab in-country (Thailand) coordinator;
- Participate in monitoring and evaluation of pilot study;
- Assist in developing and advocating policy efforts at relevant regional and national meetings;
- Participate in other relevant UNU-CS policy-related efforts, including stakeholder and network mapping, policy-related reviews, analysis, and planning;
- Prepare and coordinate the logistics for related events, such as meetings, workshops, and conferences;
- Report to and communicate regularly with the PI;
- Perform any other tasks as may be assigned by the Director and/or the PI.

## **Required Qualifications and Competencies**

- Bachelors degree in any field
- Computer equipment capable of video conferencing and high-speed internet. Position is work-from-home with remote supervision; experience as a freelancer or other work-from-home opportunities would be an asset.
- Experience in the anti-trafficking fields and a good understanding on monitoring and evaluation of projects.
- Computer literacy with significant knowledge of website content management, social media platforms, and other relevant applications.
- Excellent communication skills, with proficiency in both oral and written English and Thai. Knowledge of other South East Asian languages will be an asset.
- Flexibility and ability to work under pressure and complete tasks within given time-frames.
- Willingness to engage proactively, creatively, and imaginatively with the work of the Institute.
- 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.
- Demonstrated sensitivity to gender issues.

## **Remuneration**

Remuneration will be US\$2,200 per month.

UN income is not subject to taxes in Macau. The successful candidate will be responsible for paying local taxes and other fiscal obligations.

This is a locally recruited post; no relocation allowances apply. The successful candidate will be employed under a local consultant contract (CTC) 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.

## **Duration of Contract**

This is part-time employment on a Consultant Contract (CTC) with UNU-CS. The appointment will be for ten (10) consecutive months, with days and times to be agreed.

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 consultant 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:** 15 March 2018, or as soon as possible thereafter

## **Application Procedure**

Interested parties should submit their applications by email to [apply\\_cs@unu.edu](mailto:apply_cs@unu.edu), and must include the following:

- A cover letter setting out how your qualifications and experience match the requirements of the position.
- Curriculum vitae which enlists your relevant experience and competencies.
- 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 2018/UNU/CS/CTC/PA/16.

Please note that only the candidates who are shortlisted candidates will be contacted.

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).