LOCAL RECRUITMENT  
(Tokyo, Japan)  

VACANCY ANNOUNCEMENT  

Project Director  
(Personnel Service Agreement - PSA)  

Organizational Unit : United Nations University Institute for the Advanced Study of Sustainability (UNU-IAS)  
Reference Number : 2018/UNU/IAS/PSA/PD/51  
Applications to : ias.recruitment@unu.edu  
Closing Date : 2 July 2018  

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 (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.  

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  

Education for Sustainable Development (ESD):  

The Education for Sustainable Development (ESD) Project contributes to designing and undertaking interdisciplinary, policy-oriented research and capacity development activities through two flagship initiatives: the global multi-stakeholder network of Regional Centres of Expertise (RCEs) on ESD and the Promotion of Sustainability in Postgraduate Education and Research Network (ProSPER.Net), an alliance of higher education institutions throughout the Asia-Pacific region.
International Satoyama Initiative (ISI)

The International Satoyama Initiative (ISI) project at UNU-IAS supports the Satoyama Initiative concept through a range of activities, including (a) network building, (b) capacity building, (c) outreach and communication, and (d) research activities. The Satoyama Initiative is a global effort to realize societies in harmony with nature, through promoting the maintenance and rebuilding of socio-ecological production landscapes and seascapes (SEPLS) for the benefit of biodiversity and human wellbeing. ISI also serves as Secretariat of the International Partnership for the Satoyama Initiative (IPSI). For details, please visit http://ias.unu.edu/en/research/international-satoyama-initiative.html#outline, http://www.unuias-is.org/ and http://satoyama-initiative.org/en/

Monitoring and Management of Persistent Organic Pollutants in Asia (POPs)

UNU-IAS has initiatives geared towards strengthening of research and support for capacity building on POPs that are regulated by the Stockholm Convention, particularly of developing countries in the Asian region for the purpose of establishing proper management of environmental contaminants based on scientific monitoring procedures, focusing on the hydrosphere. From its launching in 1996, Monitoring and Management of Persistent Organic Pollutants in Asia project has contributed to the establishment of open capacity-building network that provide learning environment as well as the achievement of sound management of perfluorinated compounds (PFCs) regionally. The project has assisted in the implementation of the Stockholm Convention in these countries, yet the role of this project should have more to be explored for developing capacities to carry out scientific policy-oriented work at various levels of governance.

Responsibilities:
Under the general supervision of the UNU-IAS Director, the Project Director will lead and coordinate four UNU-IAS projects: Education for Sustainable Development (ESD), the International Satoyama Initiative (ISI), and Monitoring and Management of Persistent Organic Pollutants (POPs). Specific responsibilities will include:
• managing and supervising academic and administrative activities of the projects
• planning, conducting, coordinating and supervising policy relevant research of the projects
• developing project proposals and raising funds for the projects
• support the Director of UNU-IAS in institutional development
• perform other duties as required by the Director

Required Qualifications and Experience:
• master’s degree or equivalent, in a field related to Education, Social Sciences, Development Studies, Environment, or Sustainable Development
• at least seven (7) years of progressively responsible experience with at least 2 years of work experience at academic or research institutions, preferably in an international environment. Equivalent experience in combination with a bachelor’s degree will be considered
• knowledge and experience of project planning and management and ideally sustainable development related issues. Knowledge of the UN governance structure will be considered an added advantage
• excellent communication skills with fluency in both oral and written English and Japanese
• excellent analytical skills as well as demonstrated ability to multi-task and to manage own workload and schedule to deliver timely results
• good computer and organizational skills
• a good team player with strong interpersonal skills demonstrated by the ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity

Remuneration:

Remuneration will commensurate with qualification and experience. 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.

Starting Date: Negotiable (no later than 1 Aug 2018)

Application Procedure:

Interested applicants should submit their applications by email (to ias.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 (2018/UNU/IAS/PSA/PD/51)

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)