



International
Labour
Office

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Note for supervisors: Please complete the vacancy proposal form and submit it to the Director of the department/office for endorsement. For field positions additional approval is required by mail from the regional HR Partner before final submission to jpo@ilo.org.

VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO) Job Description Template – Headquarters and field positions

GENERAL INFORMATION:

Title: Junior Professional Officer in Business and Human Rights

Duty station: New Delhi, India

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: ILO Decent Work Team for South Asia and Country Office for India

Organisational unit: [Click here to enter text.](#) MULTI

SUPERVISION

Direct Supervision by:

Dagmar Walter, Director, DWT/CO-New Delhi

Content and methodology of supervision:

The supervision will involve daily contacts with the designated specialist and the participation in regular meetings of the Decent Work Team – DWT (multidisciplinary team with 15 international staff plus local staff) New Delhi. To the extent possible, the JPO will be accorded autonomy for delegated work items and afforded the opportunity to take credit for achievements in the form of tangible outputs. Technical supervision will be provided by Enterprise Specialist in New Delhi, the Multinational Enterprises Division (MULTI) in Geneva which deal with Business and Human Rights issues. Overall supervision will be provided by the Office Director in New Delhi.

For professional development purposes, the supervisor will prepare a work and training plan that will be discussed with the JPO and regularly monitored and updated.

The JPO will receive the standard ILO induction training as well as a specific induction to the Business and Human Rights. He/She will also participate in missions and/or workshops organized by the DWT. The JPO will be guided by the supervisors to gain the skills and knowledge on applied research, project design and management, communication and fund raising.

Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers, including three formal and documented discussions per year.

INTRODUCTION

South Asia has made an encouraging progress in implementing UNGPs. In the recent past, India launched the zero draft of its National Action Plan on Business and Human Rights and released the National Guidelines for Responsible Business Conduct in early 2019. Pakistan started the process of developing its National Action Plan on Business and Human Rights. The Governments of Nepal and the Maldives are considering including sections on business and human rights in their National Action Plans on Human Rights.

There are also non-state initiatives to promote the implementation of the UNGPs, including by the private sector, are underway in several States, including Bangladesh and Sri Lanka. Moreover, South Asian Governments, in collaboration with businesses, are taking various measures to achieve the SDGs.

However, despite all the progress made so far, the South Asia region continues to experience significant adverse human rights impacts of business activities, with continuing barriers to access to effective remedies. South Asia remains home to the largest number of working children in the world, and the exploitation of migrant workers from the region is well-documented. Supply chains of apparel, agribusiness, electronics, automobiles, construction, and manufacturing industries extend far within several South Asian countries, exposing workers to unsafe working conditions and labour rights abuses. Workers in the informal economy are more vulnerable to such abuses.

Moreover, civil society organisations (CSOs) and human rights defenders continue to face attacks, reprisals and criminalization in South Asia, including for opposing extraction of natural resources without meaningful consultations with affected communities. Gender discrimination and gender-based violence remain rampant in the region. Developments in artificial intelligence, automation and robotics raise serious questions about potential impacts on human rights and the future of work. Finally yet importantly, the negative impacts of fast economic growth on the environment and climate change are becoming quite alarming.

Given the multitude of business and human rights challenges as well as different levels of progress in implementing the UNGPs in South Asia, it is critical for all relevant stakeholders – including Governments, national human rights institutions (NHRIs), businesses, industry associations, trade unions, civil society organisations (CSOs), and academia – to work together

to prevent, mitigate and remediate adverse impact of business activities on human rights. Doing so will contribute to achieving inclusive and sustainable development in South Asia.

DUTIES AND RESPONSABILITIES

Working with the Supervisor and Decent Work Team, the JPO will have exposure to the operations of an international organization during a particularly dynamic period, both locally and globally, and the opportunity to perform or participate in a cross-section of related tasks.

Specifically, the JPO will:

- Contribute to build the South Asia programme on business and human rights in a strategic, coherent and coordinated way.
- Contribute in the analysis of trends and developments in South Asia which have a direct bearing on the formulation of skills development policies, employment promotion, and poverty reduction strategies; identify possibilities for integrating social, economic, gender and other human resources development concerns in line with business and human rights.
- Contribute to Responsible Business Conduct projects as components of Decent Work Country Programmes
- Contribute in undertaking forward-looking assessments of skill needs that take account of emerging trends in responsible business conduct using ILO skills and anticipation tools and methodologies to enhance program planning and resource allocation
- Contribute to extending the ILO knowledge base on Business and Human Rights in South Asia through research carried out by the ILO directly and with external partners.
- Contribute to the publication of a series of policy briefs on the topic of responsible business conduct or business and human rights, for training and capacity building of constituents in South Asia, as well as internally.
- Participate in the coordination of the Business and human Rights programme with other ILO units at Headquarters and in the region as well as in building partnerships with UN and other agencies.
- Assist in organizing and participate in national and international seminars and conferences on the MNE Declaration, UNGP and Business and Human Rights.
- Assist with the formulation of country specific and regional projects and the mobilization of resources on the topic.
- Contribute to communicating ILO positions and technical inputs through publications, via the internet and other media.

QUALIFICATIONS AND EXPERIENCE

Education:

Advanced university degree in one of the following areas: Economics, Social Sciences, Environmental Studies or Development Studies.

Work experience:

Minimum:

At least two years of professional experience in the subject field at the national or international level.

Desirable:

Work experience in development cooperation.

Skills required for the assignment:

Good communication skills, both written and verbal. Ability to work in a team, take initiative and meet deadlines. Sensitivity to diversity as well as to gender equality and sustainability issues. Ability to work with MS Office programmers. Familiarity with spreadsheets and statistical analysis tools such as STATA or SPSS would be welcome. Good research skills. Good capacity in policy analysis, project development. Competence in project design, fund mobilization and know-how in implementation, monitoring and evaluation of programmes and projects would be desirable.

Languages:

Minimum: Excellent command of English, both verbal and written.

Desirable:

Good knowledge of a second working language of the ILO would be an asset.

ILO competencies:

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

1. Good communication skills, both written and verbal.
2. Capacity to work on own initiative as well as cooperate as a team member.
3. The ability to work in a multicultural environment, and gender-sensitive behaviour and attitudes are also required.

TRAINING COMPONENTS AND LEARNING ELEMENTS**Training components:**

- Through the work in a regional and international team get trained to develop, build-up and manage new programmes.
- Through training seminars improve the knowledge on Business and Human Rights and Responsible Business Conduct with peculiar attention to decent work issues.

- Through guidance of senior programming staff and colleagues get trained in the formulation, design, implementation, monitoring and evaluation of field projects.
- Through interaction with professional trainers from ILO's training center in Turin develop technical competence in research, in the development of training materials and the delivery of training programmes.

Learning elements:

- Practice applied inter-disciplinary research on Business and Human Rights.
 - Learn to extract policy messages and policy advice from applied research.
 - Translate and adapt global research findings and policy messages into a specific country context.
 - Present and communicate research findings through presentations and publications.
 - Become familiar with institutional and informal coordination mechanisms, partnerships and cooperation within the UN system, with other development partners, business and NGOs.
 - Become familiar with ILO's mandate and with its integrated approach to Decent Work.
 - Interact with ILO constituents, other UN agencies, NGOs, research centres etc. working on the promotion of decent and productive work in general and on Business and Human Rights issues
 - Get acquainted to the work of a multi-disciplinary and multi-cultural team.
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BACKGROUND INFORMATION

Most of the countries in the South Asia subregion have a large portion of labour force in the informal economy with no coverage of labour laws or access to basic social protection. The Decent Work Country Programme (DWCP) for India, Pakistan and Sri Lanka have been adopted through a process of tripartite consultation as a mechanism to provide technical advisory services by the ILO to the constituents. They have identified employment, including skills development; social protection covering occupational safety and health, working conditions, gender equality and social security.

The Decent Work Technical Support Team in New Delhi with [the team of Specialists](#) is working very closely with the ILO Offices in the subregion on policy issues, action oriented research, demonstration of pilot initiatives through a process of tripartism. In addition, a number of countries in the subregion are working on the MNE Declaration and business and human rights issues, including responsible business conduct (India, Pakistan, Nepal). The ILO has been actively involved with all stakeholders on these issues.

This work programme and JPO position is of highest relevance in South Asia.

The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

The ILO has a smoke-free environment