IAEA
International Atomic Energy Agency

Job Description for Professional Posts

Reference:NA2024/26

Position and Grade:	Associate Project Officer (HIS), P2
Organizational Unit:	Isotope Hydrology Section Division of Physical and Chemical Sciences
Duty Station:	Vienna
Type/Duration of Appointment:	FT – JPO, 1 year

Organizational Setting

The Department of Nuclear Sciences and Applications implements the IAEA's Major Programme 2, "Nuclear Techniques for Development and Environmental Protection". This Major Programme comprises individual programmes on food and agriculture, human health, water resources, environment and radiation technologies. These programmes are supported by laboratories in Seibersdorf, Monaco and Vienna. The Major Programme's objective is to enhance the capacity of Member States to meet basic human needs and to assess and manage the marine and terrestrial environments through the use of nuclear and isotopic techniques in sustainable development programmes.

The Division of Physical and Chemical Sciences is responsible for assisting and advising Member States in research and development for the nuclear sciences, especially the physical and chemical sciences. Specifically, the Division provides support to Member States in the following fields: production of radioisotopes and radiolabelled products for applications in health care and industry; radiation source applications; research reactor utilization; applications of accelerators and nuclear instrumentation; nuclear and atomic data for applications; controlled nuclear fusion and isotope hydrology and geochemistry.

The Isotope Hydrology Section is responsible for planning and implementing the IAEA's water resources programme. The programme assists Member States in the sustainable management of all aspects of their water resources, but with a particular focus on isotope hydrology. Major activities include internationally coordinated research, global isotope monitoring, capacity building, and technical assistance to Member States to help them with the assessment, development and use of water resources. The Section also operates a well-equipped laboratory for the analysis of stable and radioactive isotopes. The laboratory trains counterparts in using analytical techniques for high-quality measurements of isotopes in water samples.

Main Purpose

As a member of a team led by the Section Head, the Associate Project Officer contributes to a results-oriented programmatic response to Member States' priorities in the application of nuclear technologies to meet their development goals related to water resources. The Associate Project Officer is provided

opportunities for practical exposure to programme development and execution in the scientific area of water resources management under the guidance of senior professionals.

Role

The IAEA assists Member States in establishing and maintaining technical capacities in the field of isotope hydrology, which are important tools to address priority water issues, like understanding surface water movement and interaction with groundwater, anthropogenic influences, water resources vulnerability, and the impact of climate change on water resources development and management. Within the scope of currently over 80 Technical Cooperation (TC) Projects in the African, Asian, European and Latin American regions, the IAEA Water Resources Programme is therefore supporting training, technical expertise and infrastructure development to meet the needs and requests of Member States for capacity building to address their practical water resources problems.

The Associate Project Officer will be a team member, providing assistance in the technical evaluation, coordination and implementation of the IAEA's TC Projects in the field of the Water Resources Programme. She/he will be responsible for the technical preparation of procurement requisitions for equipment and analytical services, supporting the data collection and compilation process, and facilitating the preparation of workshops, trainings, and fellowships on isotope techniques.

Partnerships

The Associate Project Officer maintains professional contacts with IAEA scientific and technical staff and with external experts and stakeholders in nuclear techniques for water resources management. She/he will establish collaborative relationships with relevant member state institutions to support the use of isotope techniques, including amongst counterparts of the IAEA's technical cooperation projects.

Functions / Key Results Expected

Under supervision of the Section Head and under the direct guidance of the responsible P-staff member, the Associate Project Officer carries out the following duties to address Member States' needs related to capacity building for nuclear applications in water resources management:

- Reviews literature and creates briefings on relevant hydrological facts, knowledge and key figures in the project areas.
- Within the scope of relevant projects, in close collaboration with the team, liaises with counterparts and water sector stakeholders to identify the detailed needs for equipment and technical infrastructure support to the Member States.
- Prepares procurement requisitions for equipment and analytical services and maintains close contact with the counterparts and other actors at the IAEA to follow up on the progress.
- Communicates with all actors in relevant projects, coordinates and supports the data collection and compilation process, including quality control and final preparation of data inputs for the IAEA databases.
- Contributes to the review of documents and technical reports on important aspects of project activities, including the review of expert mission reports and reports and studies provided by the project counterparts.
- Contributes to the transfer of technical and scientific knowledge in support of IAEA technical cooperation projects, including (i) technical support and advise of counterparts, and (ii) facilitating the preparation of workshops, trainings and fellowships through our network of International Experts and Lecturers.

Competencies and Expertise (do not revise or edit)

Core Competencies		
Competence	**Occupational Role**	**Behavioural Indicator**
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen and understand the perspective of others and proposes solutions.
Achieving Results	Individual Contributor	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Individual Contributor	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Individual Contributor	Plans and organizes his/her own work in support of achieving the team or Section's priorities. Takes into account potential changes and proposes contingency plans.

Functional Competencies		
Competence	**Occupational Role**	**Behavioural Indicator**
Analytical Thinking	Associate	Gathers and analyses information, identifying critical relationships and patterns among data and proposes workable solutions.
Technical/scientific credibility	Associate	Acquires and applies new skills to remain up to date in his/her area of expertise. Reliably applies knowledge of basic technical/ scientific methods and concepts.

Expertise	
Expertise	**Description**
Hydrology	Solid knowledge of Hydrology and Ground Water Hydrology. Good knowledge and overview in a wide range of technical instrumentations and equipment needed in hydrological projects. Experience in hydro(geo)logical field and lab work. Experience in the use of environmental isotopes to assess hydrological and hydrogeological systems would be an asset.

Information Management	Ability to develop concepts, evaluate data and information, and work towards practical solutions. Solid knowledge in of standard office software (Word, Excel, PowerPoint). Knowledge of scientific software tools in one or more of such areas as R, GIS, or hydro(geo)logical modelling e.g. MODFLOW would be an asset.
Project Work and Organization	Experience in national and international projects related to groundwater hydrology and / or water resources, and the infrastructure and organizational aspects required to implement them. Good interpersonal skills and ability to work effectively as part of a team, with respect for and sensitivity to a multi-cultural environment. Excellent ability and confidence in communicating with a range of international partners, and ability to initiate, build and maintain professional relationships with project counterparts.

Education, Experience and Language Skills

- University degree in in a relevant discipline (natural sciences, engineering, project-management / administration) demonstrating understanding of the subject area.
- Minimum two years of relevant work experience in hydrology, hydrogeology and or related fields in environmental geosciences or engineering.
- Experience in the application of isotope techniques for water resources management would be an asset.
- Experience in technical writing in English for producing and reviewing documents in the subject area.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.