

## JOB DESCRIPTION

### Junior Professional Officer, Sustainability Compact

<b>Category / Staff Rules</b>	<b>Junior Professional Officer / P-2</b>
<b>Division / Section</b>	<b>Division of Enterprises and Institutions /Green and Inclusive Value Chains Section (DEI/GIVC)</b>
<b>Duty station</b>	<b>Geneva</b>
<b>Comments</b>	<b>1 Year with possible extension</b>

#### ORGANISATIONAL CONTEXT AND ORGANISATIONAL SETTING

The International Trade Centre (ITC) assists developing and transition economy countries to take advantage of expanding trade opportunities in an increasingly complex global environment. ITC supports Trade Impact for Good, promoting sustainable and inclusive development goals through trade.

The Green & Inclusive Value Chains (GIVC) section ensures that MSMEs benefit from trade by working with all stakeholders to embed sustainability and inclusiveness in value chains. The section comprises two large programmes on sustainability, and trade and gender. The section has a range of projects working with multiple stakeholders and has developed tools and methodologies for analysing markets and policies, strategic and operational research, assessing national trade performance, trade competitiveness and linkages between trade and development prospects.

The landscape of international trade is rapidly evolving with numerous corporate sustainability initiatives and regulations targeting issues like human rights violations, forced labour, deforestation, plastic pollution, climate change, and water scarcity. However, these initiatives are often developed by specific stakeholder groups—such as private sector entities, civil society organizations, or policymakers—without fully inclusive, multi-stakeholder participation. This lack of collaboration can lead to inefficiencies, minimal impact, and even tensions among groups with different interests and priorities.

To address these challenges, it is crucial to align sustainability initiatives and support complementarity among them. This will maximize their impact, boost efficiency, and minimize friction among all stakeholders, including private sector actors in global value chains, civil society organizations, NGOs, public authorities, and regulators.

As an agency of the United Nations and World Trade Organization (WTO), ITC is well-positioned to facilitate precompetitive discussions among all actors in the sustainable trade agenda and support the development of impactful roadmaps and coalitions. The ITC's new Sustainability Compact initiative will offer a neutral “clearinghouse” as a catalyst for sustainable trade, providing a safe space for global value chain actors to discuss and coordinate their sustainability efforts, align strategies, and achieve social and environmental goals.

The Sustainability Compact will encourage public-private partnerships, offering a safeguarded space for precompetitive collaboration. By fostering cooperation among global value chain actors and aligning public and private sector sustainability objectives, it aims to accelerate the achievement of the UN's sustainable development goals.

To support the development and implementation of this new initiative, the JPO will be essential in shaping the Sustainability Compact strategy and outreach. Working closely with the Senior Advisor, Green & Inclusive Value Chains, and the overall guidance of the Chief, Green & Inclusive Value Chains, the JPO will help design and promote impactful roadmaps and coalitions.

The JPO will focus on engaging various stakeholders, including private sector actors, civil society organizations, public authorities, and regulators, to foster collaboration and drive concrete value chain transformative projects. By assuming this pivotal role, the JPO will contribute to aligning sustainability efforts, enhancing cooperation, and accelerating progress towards sustainability goals, ensuring long-term success in an ever-changing market.

## DUTIES AND RESPONSIBILITIES

Under the overall guidance and direct supervision of the Senior Advisor, Green & Inclusive Value Chains, the Junior Professional Officer will:

- Assist in shaping the strategy for the ITC's Sustainability Compact initiative, focusing on alignment and collaboration among global value chain actors.
- Engage with private sector actors, civil society organizations, public authorities, and regulators to foster inclusive, multi-stakeholder participation in sustainability efforts.
- Contribute to the design and promotion of impactful roadmaps and coalitions aimed at achieving sustainability goals.
- Coordinate and support the implementation of value chain transformative projects that support sustainability and inclusiveness.
- Contribute to the development and execution of outreach strategies to promote the Sustainability Compact and its objectives to a wide range of stakeholders.
- Monitor and evaluate the progress of sustainability initiatives and projects, ensuring they meet their objectives and contribute to the UN's sustainable development goals.
- Organize and facilitate workshops, training sessions, and seminars to build the capacity of stakeholders in implementing and aligning sustainability initiatives.
- Perform other related duties as required.

## REQUIRED COMPETENCIES AND KNOWLEDGE

**ITC'S VALUES** are: Integrity, Professionalism, Respect for Diversity

**ITC'S CORE COMPETENCIES** are: Communication, Teamwork, Planning & Organizing, Accountability, Creativity, Client Orientation, Commitment to continuous learning, Technological awareness.

### CRITICAL JOB-SPECIFIC COMPETENCIES

**Professionalism:** Knowledge and understanding of sustainable development theories, concepts, and approaches. Demonstrates strong strategic skills with the ability to develop and implement plans and initiatives related to sustainability. Exhibits excellent networking and coordination abilities, engaging effectively with a diverse range of stakeholders, including private sector actors, civil society organizations, public authorities, and regulators. Proficient in managing and coordinating multiple projects, ensuring they meet their objectives and contribute to sustainability goals. Demonstrates strong communication skills, capable of developing and executing outreach strategies, facilitating workshops, and promoting the Sustainability Compact to a wide audience. Shows persistence when faced with difficult problems or challenges; remains calm in stressful situations and is motivated by professional rather than personal concerns. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions

<p>may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.</p> <p><b>Technological Awareness:</b> Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.</p>
<p><b>Mandatory knowledge and skills</b></p> <ul style="list-style-type: none"> <li>• Knowledge of climate resilience and circular economy/resource efficiency</li> <li>• Strong analytical skills;</li> </ul>
<p><b>Desirable knowledge and skills</b></p> <ul style="list-style-type: none"> <li>• Understanding of sustainable development priorities in developing countries</li> <li>• Understanding of sustainability standards and due diligence regulations.</li> </ul>
<p style="text-align: center;"><b>REQUIRED QUALIFICATIONS</b></p>
<p><b>Education</b></p> <p>Advanced university degree in business administration, economics, international trade or related field.  <i>Note: A first-level university degree in business administration, economics, international trade or related field may be accepted with an additional two years of relevant professional work experience.</i></p>
<p><b>Experience</b></p> <p>A minimum of two years of relevant experience in trade related technical assistance and/or sustainable development.</p> <p>Experience with voluntary standards, climate change and resource efficiency.</p> <p>Experience working in a developing country context would be desirable.</p>
<p><b>Languages</b></p> <p>Advanced knowledge of English.</p> <p>Knowledge of other UN languages is an advantage.</p>

<p style="text-align: center;"><b>LEARNING ELEMENT</b></p>
<p>Learnings will be significant across areas such as sustainability standards, due diligence and the implementation of concrete capacity building approaches in the areas of compliance to sustainability standards and due diligence regulations.</p> <p>The Junior Professional Officer will work as an integral part of a dynamic team empowered to drive solutions and impact with ITC beneficiaries.</p>

<p style="text-align: center;"><b>BACKGROUND INFORMATION</b></p>
<p>The Senior Advisor will provide direct supervision and overall guidance to the JPO. The JPO will work within the GIVC Section.</p> <p>The JPO will interact with other ITC sections, Donor agencies, UN organisations, universities, external consultants, research institutions, NGOs, private sector organisations and platforms, TSIs, among others.</p>
<p style="text-align: center;"><b>CONTRIBUTION TO GLOBAL GOALS FOR SUSTAINABLE DEVELOPMENT (SDGs)</b></p>
<p>For more information: <a href="http://www.intracen.org/itc/goals/Global-Goals-for-Sustainable-Development/">http://www.intracen.org/itc/goals/Global-Goals-for-Sustainable-Development/</a></p>