



International
Labour
Office

Post number: 2325
Month of issue: January
2023

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 *Decent work in Crises and Post-Crisis situations*.

Focus on addressing the humanitarian-development-peace nexus

Duty station: *Geneva, Switzerland*

Duration of the assignment: 12 months, renewable

Grade: P2

Department/ Field Office: *Office of the Deputy Director-General*

Organisational unit: Priority Action Programme on Decent Work in Crises and Post-Crisis situation

SUPERVISION

Direct Supervision by:

Maurizio Bussi, Director, Priority Action Programme bussi@ilo.org

Content and methodology of supervision:

- A detailed time-bound annual work plan will be agreed between the JPO and the supervisor on duties and tasks to be performed
- The JPO will remain part of the CSPR team's daily work; nonetheless, regular meetings between the JPO and the supervisor to monitor achievements and training needs will be scheduled every two months
- The JPO will undertake field missions alone or accompany and assist the supervisor during field missions to countries affected by fragility, conflict or disasters and he/she will participate in various internal and external meetings.
- The JPO performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers

INTRODUCTION

Various UN agendas – including the 2030 Agenda for Sustainable Development (SDG16 in particular) and the Sustaining Peace resolutions – and discussions around the Humanitarian-Development-Peace Nexus recognize that achieving development outcomes, and reducing humanitarian need, is dependent upon preventing and transforming violent conflict.

The Decent Work Agenda is an essential element of the triple Nexus where employment, decent working conditions and social dialogue can contribute to peace and resilience for both preventing and sustainably recovering from crisis. By promoting employment and decent work for peace and resilience, the ILO seeks a strategic impact in countries in situation of fragility, conflict and disaster. The ILO aims to support constituents in implementing policies and programmes for a sustainable response to conflict, climate change, and slow- and sudden-onset disasters.

In June 2017 the ILO's International Labour Conference adopted a new Recommendation, *No. 205 (2017) on Employment and Decent Work for Peace and Resilience* that provides guidance on promoting decent work opportunities in response to (and prevention of) crises arising from conflict and disasters. The Recommendation pays special attention to the protection, education and training of children and young people in situations of conflict and is founded on the value of social dialogue. The Recommendation is a powerful driver for enduring peace and its dissemination and implementation is a priority for the office.

ILO's involvement in fragile, conflict and disaster settings is promoted by the ILO through the newly established Priority Action Programme on Decent Work in Crises and Post-Crisis Situations located in the cluster led by the Deputy Director-General.

ILO's work in supporting the implementation of Recommendation No. 205 concentrates in the following four main areas:

1. Supporting country-level action by providing inputs and assistance to country offices dealing with employment and decent work in situations of fragility, conflict and disasters response and prevention. This includes monitoring fragile and disaster situations and backstopping decentralized programme implementation through liaising with relevant departments at ILO HQ and in the regions. The Programme also disseminates the use of appropriate tools and methodologies (such as PDNA, PCNA and other UN methodologies elaborated with ILO's contribution) and provides inputs to proposals and concept notes for employment recovery and enhancing resilience.
2. Building knowledge and supporting ILO technical departments, field offices and partners (UN, NGOS, etc...) to include during project design, gender-sensitive conflict analysis, peacebuilding results, indicators and baselines in order to better

address and build evidence on the contribution of employment and decent work to natural disasters response and resilience, peacebuilding and social cohesion.

3. Enhancing constituents' capacity in disaster-prone and conflict affected countries with the aim to enable them contribute to disaster resilience, climate mitigation and peacebuilding. It disseminates relevant knowledge aligned to UN standards in the area of employment and decent work for peace and resilience such as socio-economic reintegration of conflict-affected groups, pre-disaster planning and disaster risk reduction.
4. Promoting partnerships by identifying opportunities, participating and promoting partnerships for joint work and cooperation initiatives with other UN and non-UN entities at the global, regional and country level Humanitarian-development-peace Nexus.

DUTIES AND RESPONSABILITIES

Under the direct supervision of Programme Director, the JPO will contribute to facilitate ILO involvement in situations of fragility, conflict and disaster. With a view to promoting and enhancing ILO's delivery in these settings, the incumbent will build expertise and provide support in the above areas of ILO in crises and post-crisis situations

The JPO will perform the following duties and responsibilities:

- Assist in supporting ILO field offices in documenting and reporting on country operations in situations of fragility, conflict and/or disaster with the specific aim to monitor the operationalization of Recommendation No. 205.
- Contribute to the identification, collection and analysis of lessons learned and best practices on socio-economic reintegration and social inclusion of refugees, internally displaced persons, ex-combatants and other conflict-affected people, particularly youth and women, to build evidence and share knowledge on the contribution of employment and decent work to peace and resilience.
- Support ILO technical departments, field offices, constituents and partners (UN, NGOS, etc...) to conduct gender-sensitive conflict analysis and to develop peacebuilding and resilience results, indicators and baselines. Special focus will be on how conflict and disaster affect women differently and how women empowerment can contribute to a peaceful and resilient society.
- Liaise with technical departments across the clusters "Governance, Rights and Dialogue" and "Jobs and Social Protection", in supporting the peace and resilience component of country initiatives across the HDP Nexus, such as

projects and programmes in different areas of ILO's competence in selected conflict and disaster prone countries.

- Support data-related initiatives by identifying needs, collecting data, perform data analysis & interpretation and visualization of relevant information.
- Apply data mining techniques and perform statistical analysis across different data sources to inform ILO's work in crises and post crisis situations
- Support the development and updating of training materials for capacity development of tripartite constituents and other partners operating in fragile and disaster-prone countries.
- Contribute to capacity building and training initiatives (including those organised through the ITC-ILO) addressed at the ILO's constituents, implementing partners and recovery practitioners in situations characterised by fragility, conflict and disaster;
- Support initiatives promoting synergies and joint programmes with other relevant technical cooperation agencies within the UN System as well in the multilateral, bilateral, private and non-governmental system to operationalise Recommendation No. 205 in the framework of the Humanitarian-development-peace Nexus.
- Perform any other duties as assigned by the direct supervisor.

During the period of assignment, the JPO will contribute to the following key outputs:

- Launching, monitoring and evaluating impact of selected initiatives across the HDP nexus to promote peacebuilding, social cohesion and resilience in countries in situations of fragility, conflict and disaster.
 - Develop, update and disseminate specific tools about employment and decent work across the HDP Nexus in situations of fragility, conflict and disaster.
 - Establishing an integrated system to complement traditional data (e.g. national statistics, labour force surveys etc.) with new and alternative data sources such as satellite data, and social media to identify emerging trends and gain new perspectives on constituents' needs in crises and post-crisis situations.
-

QUALIFICATIONS AND EXPERIENCE

Education:

Minimum:

First level university degree in peace and conflict studies, development studies, development economics, business administration or social science

Desirable:

An advanced level university degree / Master's or Post Graduate Diploma in peace and conflict studies, development studies, development economics, business administration or social science. A specific knowledge of data science, data analytics and visualization tools is an added advantage.

Work experience:

Minimum:

At least two years of experience at national, international or academic level dealing with development work

Desirable:

Work experience in national and international organisations or academia dealing with situations of fragility, conflict and/or disaster

Skills required for the assignment:

Excellent computer skills in MS Office

Knowledge of data analytics and visualization tools—Python, Tableau, and similar tools

Strong analytical and research skills

Good report drafting skills

Languages:

Minimum: Excellent command of one working language of the ILO (English, French, Spanish).

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) the ILO core competencies, and specifically:

1. Good communication skills, both written and oral.
 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:

Indicate which activities will be used to structure/manage learning

1. Through guidance of the supervisor and senior colleagues, get trained in how to support, including by using remote tools, the design and implementation of innovative approaches to successfully implement field programs
2. Through daily interaction, participate in seminars and workshops and become familiar with the role and mechanisms of an international organisation such as the ILO
3. Through ad hoc training (e.g. in ITC-ILO) become more familiar to both project cycle management and/or specific technical approaches for employment and DW in situations of fragility, conflict and disaster
4. Through on-the-job training as well as ad hoc short skills training, the JPO will have the opportunity to improve her/his managing, communicating, coordinating and drafting skills
5. Opportunity to improve language skills through internal language training at ILO HQ

Learning elements:

- Become familiar with ILO's institutional and informal coordination mechanisms
- Become familiar with ILO's mandate and role in situations of fragility, conflict and disaster
- Interact with field-based colleagues and practitioners working for partner organisations
- Get acquainted with the work of a multi-disciplinary and multi-cultural team
- Familiarize her/himself with the functioning of the UN system and a specialised agency such as the ILO
- Gain in-depth knowledge of approaches for employment and livelihoods creation/recovery in situations of fragility, conflict and disaster

BACKGROUND INFORMATION

www.ilo.org/crisis

www.ilo.org/jpr

In the Programme and Budget 2024-25 the JPO will work mainly on output 8.5.1 on promoting peaceful, stable and resilient societies through decent work

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.