



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

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**GENERAL INFORMATION:**

**Title:** Junior Professional Officer in South-South Partnerships Officer

**Duty station:** Geneva, Switzerland

**Duration of the assignment:** 12 months, renewable

**Grade:** P2

**Department/ Field Office:** Multilateral Partnerships and Development Cooperation  
Department

**Organisational unit:** Emerging and South-South Partnerships Unit

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**INTRODUCTION**

The position is located in the Emerging and South-South Partnerships Unit (ESPU) within the PARTNERSHIPS department.

The main role of the position is establishing and developing strategic partnerships in close interaction with other portfolios and the regions. It is responsible for developing the ILO's strategy for SSTC cooperation and engagement with the global South. PARTNERSHIPS leads consultations and negotiations with development cooperation partners and is responsible for mobilizing voluntary contributions for the ILO's programme, as well as coordinating technical and financial reporting to development partners. The Emerging and Special Partnerships Unit works on strengthening and developing partnerships of key strategic importance to promote the Decent Work Agenda, in particular: Development cooperation partnerships with countries from the "Global South" and supporting South-South and triangular cooperation implementation and design, supporting linkages and new partnerships with Global South countries, including BRICS countries, as well as other G77 + China members; operational partnerships with members of UN Task forces and mechanisms linked to SSTC cooperation; the South Center, and global think tanks linked to SSTC, as well as substantive partnerships with international organizations.

The incumbent works under direct supervision of the Head of ESPU and under the overall guidance of the Director of PARTNERSHIPS.

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## **KEY DUTIES AND RESPONSABILITIES**

Support the raising of awareness and share information knowledge on SSC and triangular cooperation in the field of decent work.

Support the promotion, initiation of preliminary contacts of South-South Cooperation and triangular cooperation partnerships enhancing stronger relations with emerging and special partners from the “Global South”.

Assist the ILO’s participation in the Inter-Agency Mechanism for South-South Cooperation by reporting on key results of the sub-groups of the mechanism, while organising the main thematic topics in categories, and highlighting to management new avenues for cooperation.

Select, organise, and summarise background information on emerging and special partnerships to describe the overall context and background relevant to a series of SSTC initiatives.

Support fostering alliances with pertinent regional and interregional institutions, including collaboration with entities like the New Development Bank, within the BRICS framework.

Support engagement with Global South partners within the context of BRICS and other collaborative platforms, fostering dialogue and cooperation aligned with the BRICS agenda.

Support the establishment, fostering, and expansion of networks among key officials from partner agencies, while supporting the promotion of innovative concepts and avenues for collaboration while ensuring an ongoing policy exchange on relations within the ILO framework.

Identify and map funding opportunities concerning BRICS partners, aligning with their development policies and priorities and integrating these within the ILO’s program of work.

Support the development of a visibility plan aimed at bolstering resource mobilization with emerging partners, in close collaboration with the respective regional office.

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## **QUALIFICATIONS AND EXPERIENCE**

### **Education:**

Fist university degree in economics, social science, international studies or other relevant field.

### **Work experience:**

Minimum:

At least three years of professional experience in the formulation, management, implementation, evaluation or funding of international cooperation and in development cooperation programmes.

Desirable:

Work experience in the area of South-South and triangular cooperation.

### **Languages:**

Minimum:

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

Desirable:

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

### **ILO competencies:**

In addition to the ILO core competencies, the following is required:

- Knowledge and technical/behavioural competencies
- Knowledge and understanding of theories, concepts and approaches relevant to the area of South-South and triangular cooperation.
- Knowledge of IT applications for information collection, management and dissemination.
- Ability to use analytical tools and qualitative and quantitative research methods.
- Ability to identify sources and develop methods for data collection.
- Research and analytical skills.
- Communication skills.
- Drafting skills.
- Ability to adapt quickly to new IT software and systems.
- Ability to maintain effective and collaborative working relationships.
- Ability to prepare and deliver internal presentations and messages, using a range of techniques and technologies.
- Ability to work effectively in a multicultural environment and to demonstrate and model gender-responsive, non-discriminatory and inclusive behaviour and attitudes.

### **TRAINING COMPONENTS AND LEARNING ELEMENTS**

**Training components:**

Through the work in ESPU get trained to develop of a visibility plan aimed at bolstering resource mobilization with emerging partners, in close collaboration with the respective regional office.

Through guidance of the supervisor and senior colleagues get trained in selection, organising, and summarising background information on emerging and special partnerships to describe the overall context and background relevant to a series of SSTC initiatives. Through seminars, workshops and interaction with specialists in SSTC.

### **Learning elements:**

- Become familiar with ILO's institutional and informal coordination mechanisms, in particular those related to South-South cooperation, including partnerships with regional organizations, development banks, and key countries that promote knowledge exchange and joint action for sustainable development.
- Become familiar with ILO's mandate and with its focus on promoting decent work, inclusive economic growth, and social justice, particularly in the context of fostering South-South collaboration and supporting the transfer of knowledge and expertise among developing countries.
- Interact with colleagues and stakeholders working on South-South and triangular cooperation projects, particularly in areas such as sustainable development, skills training, and employment creation in developing economies.
- Get acquainted with the work of a multi-disciplinary and multi-cultural team engaged in fostering regional and international partnerships, facilitating policy dialogues, and implementing capacity-building programs between countries of the Global South.
- Familiarize yourself with the functioning of the UN system in relation to South-South cooperation, particularly with UN agencies, funds, and programs that promote knowledge exchange, innovation, and best practices across developing countries.
- The JPO will gain in-depth knowledge of the mechanisms of South-South cooperation, including policy formulation, partnerships, and project implementation and will further develop cross-cultural communication, project management, and diplomatic skills for building international collaboration on development issues.

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### **BACKGROUND INFORMATION**

The Multilateral Partnerships and Development Cooperation Department (PARTNERSHIPS) is responsible for establishing, developing, and maintaining strategic partnerships to contribute to Social Justice in close interaction with other portfolios ILO at headquarters and with the Regions. The Department is responsible for developing the ILO's strategy for development cooperation and contributes to consultations and negotiations with development partners and groupings for the promotion of greater policy coherence around social justice and decent work. PARTNERSHIPS leads

consultations and negotiations with development cooperation partners and is responsible for mobilizing voluntary contributions for the ILO's programme, as well as coordinating technical and financial reporting to partners, including emerging partners. PARTNERSHIPS facilitates streamlining of work processes and procedures and provide assistance to enhance service delivery in the regions. PARTNERSHIPS comprises: The UN and civil society Branch; the Development Cooperation and Management Support Unit; the Development Partner Relations Unit; the Emerging and South - South Partnerships Unit; and the International Financial Institutions and Economic Organizations Unit.

The ILO values diversity. We welcome applications from qualified women and men, particularly those with disabilities and from non – or under - represented member States. If needed, reasonable accommodation will be provided in the recruitment phase as well as during the JPO assignment to ensure equality of opportunities.

The ILO has a smoke-free environment.