

# Job Description for Professional Posts

**Reference:** NS2025/04

<b>Position and Grade:</b>	Associate Radiation Protection Officer, P2
<b>Organizational Unit:</b>	Radiation Safety Technical Services Unit Radiation Safety and Monitoring Section Division of Radiation, Transport and Waste Safety
<b>Duty Station:</b>	Vienna, Austria
<b>Type/Duration of Appointment:</b>	FT – JPO, 1 year

## Organizational Setting

The Department of Nuclear Safety and Security (NS) formulates and implements the IAEA's nuclear safety and security programme, which encompasses the IAEA's activities to protect people and the environment from radiation exposure and responds to the needs of its Member States related to nuclear safety and nuclear security.

The Division of Radiation, Transport and Waste Safety develops and maintains standards for radiation protection, radioactive waste safety, and safety in the transport of radioactive material that enable the beneficial uses of radiation to be exploited while ensuring appropriate protection of workers, the public, patients and the environment. It also assists Member States in the implementation of these standards and provides related services.

The Radiation Safety and Monitoring Section is responsible for the delineation of an international programme to protect workers, patients and the public from all types of exposure to natural or artificial radiation, in line with the most recent scientific knowledge and information. The Section is also responsible for the provision of radiation safety technical services to staff members and experts who may be exposed to ionizing radiation as a result of activities conducted by the IAEA.

## Main Purpose

Reporting to the Unit Head of the Radiation Protection Unit, the Associate Radiation Protection Officer, assists in the strengthening of radiation protection and safety standards in all types of exposure situations with special focus in protection of the public and the environment, through support of regulatory authorities as well as radiation protection professionals in Member States.

## Role

The Associate Radiation Protection Officer is a team member, assisting the team in the development of international recommendations and guidance related to the radiation protection of patients.

## Partnerships

The Associate Radiation Protection Officer works closely with the Unit Head, other staff in the Division and Department and with relevant areas outside the Department in achieving the desired objectives and goals. He/she builds and maintains strategic partnerships and alliances with a wide range of stakeholders

in Member States and other international organizations to promote the application of international safety standards.

## Functions / Key Results Expected

- Assist in the development of guidance material related to radiation protection and safety in existing exposure situations, including management of territories contaminated by past practices or events, radon, NORM, food and non-food commodities addressed to regulatory authorities and radiation protection professionals in Member States.
- Assist in the development of tools for public exposure management, such as online surveys, data collection forms; analyse collected data and provide feedback.
- Assist in developments of capacities in medical event reporting in medical uses of nuclear materials.
- Support through outreach, presentations and publications relates to radiation protection and safety, in particular for protection of the public and the environment.
- Review contents of the Radiation Protection webpage of the Agency and identify gaps and opportunities to further enhance the value of this tool for end-users in Member States, including the provision of materials for the website.
- Assist in preparing response to technical queries received through the RP contact point and through other communication channels.
- Participate in delivering training and education in radiation protection, and develop material for this purpose.
- Assist in providing technical back-stopping for technical cooperation projects in radiation protection in existing exposure situations for relevant regions, as required.
- Support other IAEA activities as needed.

## 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.

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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.
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<b>Functional Competencies</b>		
<b>Competence</b>	<b>Occupational Role</b>	<b>Behavioural Indicator</b>
Partnership building	Associate	Develops and maintains partnerships needed for his/her work. Establishes and nurtures positive relations with partners and stakeholders.
Judgement/decision making	Associate	Consults with supervisor/manager and makes decisions in full compliance with the Agency's regulations and rules.
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.

<b>Expertise</b>	
<b>Expertise</b>	<b>Description</b>
Radiation, Transport and Waste Safety/Radiation Protection of the Public	Knowledge in establishing and applying radiation safety standards for the protection of the public.

## **Education, Experience and Language Skills**

- University degree in Physics, Engineering or other related science. (e.g., health physics, physics).
- Minimum two years of experience in radiation protection.
- Fluency in spoken and written English is essential. Ability to comprehend spoken and written Spanish and French will be an asset.

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